



**Notice of Special Meeting of the
Hanover Township Board
Tuesday, April 2, 2013
6:45 PM**

Notice is hereby given that the Hanover Township Board will meet on Tuesday, April 2, 2013 at 6:45 PM at the Hanover Township Senior Center, 240 S. Route 59, Bartlett, Illinois.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Public Hearing on Proposed Hanover Township Electric Power
Aggregation Plan of Operation and Governance
- IV. Executive Session
- V. Other Business
- VI. Adjournment



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of Town Board

April 2, 2013

7:00 PM

A G E N D A

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Presentations
 - A. Veterans Honor Roll
 - 1. SP4 Brian A. Biel
 - 2. SP4 Daniel F. Krebs
 - 3. SGT John N. Gustafson
 - B. Suburban Orthopedics
 - C. Knights of Columbus Ladies Auxiliary
 - D. Streamwood Falcons 2012 Champions 3rd Grade POM
 - E. Streamwood Falcons 2012 Champions 7th Grade POM
- V. Reports
 - A. Supervisor's Report
 - B. Clerk's Report
 - C. Highway Commissioner's Report
 - D. Assessor's Report
 - E. Treasurer's Report
 - F. Trustees' Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of March 19, 2013
 - B. Approval of Senior Transportation Software Bid Award
 - C. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Youth and Family Services Alternative to Suspension Program/Prevention Specialist Position)
 - D. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Youth and Family Services Psychiatric Back-Up Services)

Mission Statement

Our mission is to continuously improve the quality of life of Hanover Township residents by providing a unique array of quality, cost effective, community-based services acting as a dynamic organization that delivers services in a responsible and respectful manner.

E. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Clinical Interventionist)

IX. Executive Session

X. Other Business

XI. Adjournment

Mission Statement

Our mission is to continuously improve the quality of life of Hanover Township residents by providing a unique array of quality, cost effective, community-based services acting as a dynamic organization that delivers services in a responsible and respectful manner.



Yll 012

VETERANS HONOR ROLL
WE ARE PROUD TO HONOR THOSE WHO
HAVE SERVED US SO VALIANTLY

NAME: BRIAN A. BIEL

ADDRESS: 596 ROSE LANE

CITY/ZIP CODE: BARTLETT 60103

PHONE #: 630-289-2849

DATE OF BIRTH: 3/29/45

BRANCH OF SERVICE: ARMY

HIGHEST RANK ATTAINED: SP4

YEARS OF SERVICE: FROM 1968 **TO** 1970

MEDALS AWARDED OR OTHER CITATIONS:

GOOD CONDUCT, NATIONAL DEFENSE SERVICE MEDAL,
SHARPSHOOTER

INJURIES: NONE

Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

Brian P. McGuire

Supervisor

12/ yes

yes

L3



VETERANS HONOR ROLL

**WE ARE PROUD TO HONOR THOSE WHO
HAVE SERVED US SO VALIANTLY**

NAME: John N Gustafson

ADDRESS: 1900 ELM CT APT 4A

CITY/ZIP CODE: HANOVER PK 60133

PHONE #: 708-714-4158

DATE OF BIRTH: Dec 12 1942

BRANCH OF SERVICE: U S AIR FORCE

HIGHEST RANK ATTAINED: E4 Sgt

YEARS OF SERVICE: FROM Oct 63 TO Oct 67

MEDALS AWARDED OR OTHER CITATIONS:
Good conduct - OVERSEAS CAMPAIGN THYLAND
ARTIC SURVIVAL SCHOOL

INJURIES: _____

Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

Brian P. McGuire

Supervisor



yes

yes
TWPOK

VETERANS HONOR ROLL

**WE ARE PROUD TO HONOR THOSE WHO
HAVE SERVED US SO VALIANTLY**

yes

NAME: DANIEL F. KREBS

ADDRESS: 408 CAHILL Stem

CITY/ZIP CODE: 60107-1203

PHONE #: HOUSE 630-837-6027 & 630-2206964 cell.

DATE OF BIRTH: 11-20-2012

BRANCH OF SERVICE: ARMY

HIGHEST RANK ATTAINED: SP/4

YEARS OF SERVICE: FROM 1-10-1960 TO 06-20-1963

MEDALS AWARDED OR OTHER CITATIONS:
MARKSMAN

INJURIES: NONE

Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

Brian P. McNeill

Supervisor

Hanover Township
Board Audit Report
From 3/20/13 to 4/2/13

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	62,676.59	500.00	63,176.59
Total Senior Center	20,698.06		20,698.06
Total Welfare Services	17,571.19		17,571.19
Total Road and Bridge	5,897.77		5,897.77
Total Mental Health Board	56,941.13	8,500.00	65,441.13
Total Retirement	0.00		
Total Vehicle	86,100.00		86,100.00
Total Capital	138.76		138.76
Total All Funds	<u>250,023.50</u>	<u>9,000.00</u>	<u>259,023.50</u>

The above "Subtotal" column has been approved for payment this 2nd day of April 2013.

The above "Total" column has been approved for payment this 2nd day of April 2013.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

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03/29/13

Accrual Basis

Hanover Township Board Audit Report March 20 through April 2, 2013

Type	Date	Num	Name	Memo	Amount
1103 - Senior Center - Revenue					
1103500 - Senior Programs					
Check	03/26/2013	98547	Genevieve Mahoney	St Patricks Party Refund	32.00
Total 1103500 - Senior Programs					32.00
Total 1103 - Senior Center - Revenue					32.00
1014 - Town Fund - Expenditures					
101CAP - Capital Expenditures					
1014410 - Equipment Purchases					
Check	03/29/2013	98619	Staples	Inv# 3195220573 Humidifier	40.99
Check	03/29/2013	98623	Wells Fargo Financial Leasing 002	Acct# 001-0113861-002 Copy Machine Lease	328.00
Total 1014410 - Equipment Purchases					368.99
1014430 - Computer Equipment & Software					
Check	03/29/2013	98595	All Information Services	Inv# 23251 Phone Network Labor	315.00
Check	03/29/2013	98606	Current Technologies Corporation	Inv# 709752 Network Labor	1,306.25
Check	03/29/2013	98607	Dell Marketing L.P.	Inv# xj3t6pm12 Computer Purchase	532.00
Total 1014430 - Computer Equipment & Software					2,153.25
Total 101CAP - Capital Expenditures					2,522.24
101CHN - Community Health					
1014451 - Postage					
Check	03/26/2013	98553	Pitney Bowes Purchase Power	Acct# 8000-9090-0080-1105 Postage Charges	37.54
Total 1014451 - Postage					37.54
1014454 - Travel					
Check	03/26/2013	98518	Arriola, Stacy A	Mileage Reimbursement	30.70
Check	03/29/2013	98592	Arriola, Stacy A	Mileage Reimbursement	27.06
Total 1014454 - Travel					57.76
1014457 - Equipment Maintenance & Rental					
Check	03/29/2013	98622	Water Logic	Inv#775-0020005 LL Water Cooler Rental	60.00
Total 1014457 - Equipment Maintenance & Rental					60.00
1014491 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	2,087.36
Total 1014491 - Health Insurance					2,087.36
1014492 - Dental, Vision & Life Insurance					
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	-39.66
Total 1014492 - Dental, Vision & Life Insurance					-39.66
Total 101CHN - Community Health					2,203.00
101COM - Community Center Ops					
1014361 - Utilities					
Check	03/26/2013	98534	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	407.43

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Accrual Basis

Hanover Township Board Audit Report March 20 through April 2, 2013

Type	Date	Num	Name	Memo	Amount
Total 1014361 · Utilities					407.43
1014391 · Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	1,575.97
Total 1014391 · Health Insurance					1,575.97
1014392 · Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	18.02
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	154.37
Total 1014392 · Dental, Vision & Life Insurance					172.39
Total 101COM · Community Center Ops					2,155.79
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014620 · Satellite Office Programs					
Check	03/26/2013	98526	Ace Coffee Bar	Inv# 282602 Coffee Supplies	42.95
Total 1014620 · Satellite Office Programs					42.95
1014621 · Satellite Office Utilities					
Check	03/26/2013	98532	Com Ed 010	Acct# 6997418010 Izaak Walton Conference Deposit	450.00
Check	03/26/2013	98533	Com Ed 041	Acct# 7923218041 Elgin CRO Monthly Charges (Split Cost)	59.17
Total 1014621 · Satellite Office Utilities					509.17
1014623 · Satellite Office Phone & Intrnt					
Check	03/26/2013	98539	Call One	Acct# 1010-8140-0000 Monthly Charges	132.01
Total 1014623 · Satellite Office Phone & Intrnt					132.01
1014691 · Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	1,678.96
Total 1014691 · Health Insurance					1,678.96
1014692 · Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	18.16
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	93.14
Total 1014692 · Dental, Vision & Life Insurance					111.30
Total 101CMA · Community Relations					2,474.39
Total 101CVA · Community & Veteran Affairs					2,474.39
101ES · ES - Expenditures					
1014802 · Equipment					
Check	03/26/2013	98551	Phantom	Inv# 112030081 Flares	360.01
Check	03/26/2013	98564	The Home Depot	Oil/Ladder	75.96
Check	03/29/2013	98593	Mick Rogala	Camera	453.95
Check	03/29/2013	98605	Comcast (ES)	Acct# 8771 10 083 0226773 Monthly Internet Charges	86.90
Total 1014802 · Equipment					976.82

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Accrual Basis

Hanover Township Board Audit Report March 20 through April 2, 2013

Type	Date	Num	Name	Memo	Amount
1014803 - Uniforms					
Check	03/29/2013	98615	Ray O'herron Co., Inc.	Inv# 1308728 Shirt/Pants	171.85
Total 1014803 - Uniforms					171.85
1014813 - Vehicle Fuel & Maintenance					
Check	03/26/2013	98566	Village of Hanover Park (Fuel)	Inv# 35799 January 2013 Fuel	564.67
Total 1014813 - Vehicle Fuel & Maintenance					564.67
1014814 - Communications					
Check	03/26/2013	98549	Motorola Solutions, Inc.	Inv# 13948146 Volunteer Pagers (5)	1,848.00
Total 1014814 - Communications					1,848.00
1014891 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	1,575.97
Total 1014891 - Health Insurance					1,575.97
1014892 - Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	18.02
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	145.19
Total 1014892 - Dental, Vision & Life Insurance					163.21
Total 101ES - ES - Expenditures					5,300.52
101ISE - Insurance & Employee Benefits					
1014504 - Dental, Vision & Life Insurance					
Check	04/01/2013	98630	NCPERS	Unit# 5785 Policy Coverage	14.08
Total 1014504 - Dental, Vision & Life Insurance					14.08
1014507 - Flex Plan & 457 Plan					
Check	04/01/2013	98628	TASC	Inv# 3200191740 Admin Fees April 2013	77.40
Check	04/01/2013	98628	TASC	Inv# 3200203520 Admin Fees May 2013	77.40
Total 1014507 - Flex Plan & 457 Plan					154.80
Total 101ISE - Insurance & Employee Benefits					168.88
101LEA - Legal & Auditing					
1014502 - Legal Services					
Check	03/26/2013	98548	Bryan E. Mraz & Associates	Legal Fees February 2013	13,167.00
Total 1014502 - Legal Services					13,167.00
Total 101LEA - Legal & Auditing					13,167.00
101MAIN - Facilities Maintenance					
1014205 - Janitorial Supplies - Town					
Check	03/26/2013	98529	Bade Paper Products, Inc	Inv# 188335 Can Liners/Soap/Toilet Tissue	358.02
Check	03/26/2013	98543	Grainger	Inv# 9091580275 Floor Cleaner/Halide lamp	53.11
Total 1014205 - Janitorial Supplies - Town					411.13
1014208 - Housekeeping Contract					

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Accrual Basis

Hanover Township Board Audit Report March 20 through April 2, 2013

Type	Date	Num	Name	Memo	Amount
Check	03/26/2013	98552	Perfect Cleaning Service, Inc.	Inv# 35820 Janitorial Service March 2013	2,880.00
Total 1014208 · Housekeeping Contract					2,880.00
1014209 - Building Contracts					
Check	03/29/2013	98603	Climatetemp Service Group, LLC	Inv# 4310313 Preventative Maintenance	723.00
Total 1014209 · Building Contracts					723.00
1014210 - Building Maintenance - Town					
Check	03/26/2013	98531	Carpet Cushions & Supplies	Inv# S3831022 Brown Divider	49.02
Check	03/26/2013	98543	Grainger	Inv# 9081578131 Dimmer Switch/Sodium Lamp/Halide Lamp	228.48
Check	03/26/2013	98565	The Home Depot F&M	Flood Lights/Door Chime/Edger/Sander/Roller/Batteries/Wire	342.85
Total 1014210 · Building Maintenance - Town					620.35
1014211 - Building Maintenance - Senior					
Check	03/26/2013	98541	Fox Valley Fire & Safety	Inv# 750338 Panic Button Installation/Programming	187.98
Check	03/26/2013	98541	Fox Valley Fire & Safety	Inv# 750334 Panic Button Installation/Programming (5)	715.90
Check	03/26/2013	98541	Fox Valley Fire & Safety	Inv# 750336 Panic Button Installation/Programming	187.98
Check	03/26/2013	98560	Sam's Club (Old Acct)	Digital Clock	26.98
Total 1014211 · Building Maintenance - Senior					1,118.84
1014216 - Equipment Rental					
Check	03/26/2013	98562	Taylor Rental	Contract# 02-237714-03 Floor Stripper Rental YFS	264.00
Check	03/26/2013	98562	Taylor Rental	Contract# 02-237792-02 Floor Stripper Rental YFS	66.00
Total 1014216 · Equipment Rental					330.00
1014219 - Vehicle Fuel - Town					
Check	03/26/2013	98566	Village of Hanover Park (Fuel)	Inv# 35799 January 2013 Fuel	558.32
Total 1014219 · Vehicle Fuel - Town					558.32
1014225 - Grounds Maintenance					
Check	03/26/2013	98565	The Home Depot F&M	Shovel	19.99
Check	03/29/2013	98610	Menard's	Inv# 15102 10x10 Homestyles Premium Pick	1,349.99
Total 1014225 · Grounds Maintenance					1,369.98
1014228 - Building Maintenance - Elgin					
Check	03/29/2013	98608	Elgin Key & Lock Co., Inc.	Inv# 81975 Key Duplicates (40)	108.70
Total 1014228 · Building Maintenance - Elgin					108.70
1014291 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	1,627.14
Total 1014291 · Health Insurance					1,627.14
1014292 - Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	31.47
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	235.71
Total 1014292 · Dental, Vision & Life Insurance					267.18
Total 101MAIN · Facilities Maintenance					10,014.64

**Hanover Township
Board Audit Report
March 20 through April 2, 2013**

Type	Date	Num	Name	Memo	Amount
101THE - Town Hall Expense					
1014402 - Telephone - Town					
Check	03/26/2013	98539	Call One	Acct# 1010-8140-0000 Monthly Charges	2,098.32
Check	03/29/2013	98598	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges	58.23
Check	03/29/2013	98599	AT&T 077	Acct# 630 540-9071 077 2 Monthly Charges	111.78
Check	03/29/2013	98600	AT&T 533	Acct# 630 837-1413 533 8 Monthly Charges	98.31
Total 1014402 - Telephone - Town					2,366.64
1014403 - Utilities - Town					
Check	03/29/2013	98614	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges	646.35
Total 1014403 - Utilities - Town					646.35
1014405 - Internet Access - Town					
Check	03/26/2013	98538	Comcast (Town)	Acct# 8771 10 083 0128607 Monthly Charges	131.90
Total 1014405 - Internet Access - Town					131.90
1014416 - Equipment Rental - Town					
Check	03/29/2013	98597	Ace Coffee Bar	Inv# 102223 Coffee Machine Rental	29.95
Total 1014416 - Equipment Rental - Town					29.95
Total 101THE - Town Hall Expense					3,174.84
101TOE - Town Office Expense					
1014401 - Postage					
Check	03/27/2013	98569	Easy Permit Postage	Acct# 8000-9090-0585-2392 Postage Renewal	1,000.00
Total 1014401 - Postage					1,000.00
1014404 - Office Supplies					
Check	03/29/2013	98619	Staples	Inv# 3195220570 Envelopes	67.94
Check	03/29/2013	98619	Staples	Inv# 3195220574 Storage Box	36.85
Total 1014404 - Office Supplies					104.79
1014406 - Printing					
Check	03/29/2013	98601	The Alphabet Shop, Inc	Inv# 40196 Name Plate	12.00
Total 1014406 - Printing					12.00
1014531 - Community Affairs					
Check	03/29/2013	98602	Bartlett Volunteer Fire Dept., Inc.	Veterans Honor Roll Dinner (2)	250.00
Total 1014531 - Community Affairs					250.00
1014532 - Committee on Youth					
Check	03/29/2013	98617	Sam's Club (YFS 0748 1)	Youth Leadership Awards Banquet Cups/Cakes/Refreshments	204.01
Total 1014532 - Committee on Youth					204.01
1014533 - Environmental Sustainability					
Check	03/26/2013	98520	Glascott, Patricia A	Material for Cloth Napkins	54.79
Check	03/29/2013	98596	A1 Trophies & Awards, Inc	Inv# 13658 Engraved Plate	57.60
Total 1014533 - Environmental Sustainability					112.39

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Accrual Basis

Hanover Township Board Audit Report March 20 through April 2, 2013

Type	Date	Num	Name	Memo	Amount
1014591 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	3,193.69
Total 1014591 - Health Insurance					3,193.69
1014592 - Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	35.58
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	199.60
Total 1014592 - Dental, Vision & Life Insurance					235.18
Total 101TOE - Town Office Expense					5,112.06
104ASR - Assessor's Division					
1044405 - Office Supplies					
Check	03/29/2013	98619	Staples	Inv# 3195220572 Foam Board	24.17
Check	03/29/2013	98619	Staples	Inv# 3195220571 Crate/Post its	154.96
Total 1044405 - Office Supplies					179.13
1044491 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	1,617.72
Total 1044491 - Health Insurance					1,617.72
1044492 - Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	28.74
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	200.41
Total 1044492 - Dental, Vision & Life Insurance					229.15
Total 104ASR - Assessor's Division					2,026.00
107CLK - Clerk's Department					
1074203 - Printing					
Check	03/26/2013	98557	Steve's Printing Service, LLC	Inv# 133A Brochures (100)	90.00
Total 1074203 - Printing					90.00
1074206 - Legal Notices					
Check	03/26/2013	98556	Paddock Publications, Inc	Inv# 4332474 Bid Notice	167.90
Total 1074206 - Legal Notices					167.90
1074291 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	1,669.01
Total 1074291 - Health Insurance					1,669.01
1074292 - Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	18.02
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	145.19
Total 1074292 - Dental, Vision & Life Insurance					163.21
Total 107CLK - Clerk's Department					2,090.12
109YFS - Youth & Family Services					

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Accrual Basis

Hanover Township Board Audit Report March 20 through April 2, 2013

Type	Date	Num	Name	Memo	Amount
109ADM - Administration & Clinical					
1094612 - Consulting Fees					
Check	03/26/2013	98523	Michael Kelly LCSW	Consulting Fees	800.00
Check	03/29/2013	98586	Michael Kelly LCSW	Consulting Fees	300.00
Total 1094612 - Consulting Fees					1,100.00
1094618 - Psychiatric Backup					
Check	03/26/2013	98527	Alexian Bros. Behavioral Health Hospital	Psychiatric Follow Up Visits	500.00
Total 1094618 - Psychiatric Backup					500.00
1094619 - Office Supplies					
Check	03/26/2013	98554	Quill Corporation	Inv# 1038455 Storage Boxes	46.73
Check	03/26/2013	98554	Quill Corporation	Inv# 1038455 Tax Exempt	-2.75
Check	03/29/2013	98617	Sam's Club (YFS 0748 1)	Coffee/Candy and Kleenex	49.79
Total 1094619 - Office Supplies					93.77
1094623 - Travel					
Check	03/29/2013	98587	Aister, Deanna J	Mileage Reimbursement	41.81
Check	03/29/2013	98588	Low, Karen	Mileage Reimbursement	67.81
Check	03/29/2013	98589	Robl, Jared R	Mileage Reimbursement	76.28
Check	03/29/2013	98590	Concepcion, Sara	Mileage Reimbursement	76.28
Total 1094623 - Travel					262.18
1094624 - Intern Stipends					
Check	03/29/2013	98585	Laura Zambello	Intern Stipend - March	400.00
Total 1094624 - Intern Stipends					400.00
1094626 - Equipment & Furniture					
Check	03/29/2013	98591	Parquette, John J	Quarterly Phone Reimbursement Jan-Mar	120.00
Check	03/29/2013	98607	Dell Marketing L.P.	Inv# xj3t6pm12 Computer Purchase	266.00
Total 1094626 - Equipment & Furniture					386.00
1094691 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	6,970.36
Total 1094691 - Health Insurance					6,970.36
1094692 - Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	97.14
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	658.52
Total 1094692 - Dental, Vision & Life Insurance					755.66
Total 109ADM - Administration & Clinical					10,467.97
109OUT - Outreach & Prevention					
1094627 - Open Gym Program.					
Check	03/26/2013	98522	Reggie Zollicoffer	Open Gym DJ Entertainment	300.00
Check	03/26/2013	98528	A1 Trophies & Awards, Inc	Inv# 13580 Walkie Talkie Engraving	31.50
Check	03/26/2013	98558	School District U-46	Summer Open Gym Rental Fees (4 Sites)	1,136.76

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Accrual Basis

Hanover Township Board Audit Report March 20 through April 2, 2013

Type	Date	Num	Name	Memo	Amount
Total 1094627 · Open Gym Program.					1,468.26
1094644 · Travel					
Check	03/26/2013	98521	Chacon, Alejandra E	Mileage Reimbursement	88.14
Total 1094644 · Travel					88.14
1094647 · Office Supplies					
Check	03/26/2013	98554	Quill Corporation	Inv# 9919971 Laptop Bag	45.41
Check	03/26/2013	98554	Quill Corporation	Inv# 9919971 Tax Exempt	-2.67
Total 1094647 · Office Supplies					42.74
1094648 · Community Affairs					
Check	04/01/2013	98632	Funbelievable Balloons, Inc.	OSOT Balloon Artist (4 Hours)	300.00
Total 1094648 · Community Affairs					300.00
1094649 · Professional Services					
Check	03/29/2013	98584	Lucy Needham	Zumba Classes	400.00
Total 1094649 · Professional Services					400.00
Total 109OUT · Outreach & Prevention					2,299.14
Total 109YFS · Youth & Family Services					12,767.11
Total 1014 · Town Fund - Expenditures					63,176.59
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104523 · Recruitment					
Check	03/29/2013	98612	Midwest Ceramic Art Supply	Ceramic Supplies	269.30
Total 1104523 · Recruitment					269.30
1104524 · Utilities					
Check	03/26/2013	98535	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges November	1,926.82
Total 1104524 · Utilities					1,926.82
1104525 · Telephone & High Speed Internet					
Check	03/29/2013	98619	Staples	Inv# 3194783865 Ink/Index Tabs/Cassette Tape	111.52
Check	03/29/2013	98619	Staples	Inv# 3194783866 Inks/Envelopes/Leaflet Rack	185.44
Total 1104525 · Telephone & High Speed Internet					296.96
1104527 · Equipment					
Check	03/26/2013	98555	Pitney Bowes	Acct# 6871669 Postage Machine Rental	135.07
Check	03/26/2013	98567	Wells Fargo Financial Leasing 001	Acct# 001-0090075-001 Copier Machine Rental	351.00
Check	03/29/2013	98622	Water Logic	Inv#775-0020005 LL Water Cooler Rental	60.00
Total 1104527 · Equipment					546.07
1104529 · Postage					
Check	03/26/2013	98553	Pitney Bowes Purchase Power	Acct# 8000-9090-0080-1105 Postage Charges	539.62

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Type	Date	Num	Name	Memo	Amount
Total 1104529 · Postage					539.62
1104535 · Travel					
Check	03/26/2013	98517	Sposito, Florence M	Mileage Reimbursement	38.60
Check	03/26/2013	98519	Vana, Kristin N	Mileage Reimbursement	42.97
Check	03/26/2013	98525	Varsalona, Kathleen R	Mileage Reimbursement	54.34
Total 1104535 · Travel					135.91
1104539 · Miscellaneous					
Check	03/26/2013	98560	Sam's Club (Old Acct)	Account Charges	45.17
Total 1104539 · Miscellaneous					45.17
1104542 · Senior Satellite Service					
Check	03/26/2013	98533	Com Ed 041	Acct# 7923218041 Elgin CRO Monthly Charges (Split Cost)	59.17
Total 1104542 · Senior Satellite Service					59.17
Total 1104ADM · Administration					3,819.02
1104SOC · Social Services					
1104514 · Weekend Programming					
Check	03/26/2013	98546	Nellie Lannin	Cooking Class Supplies	198.00
Total 1104514 · Weekend Programming					198.00
1104515 · Programming					
Check	03/26/2013	98559	Streamwood Park District	Exercise Class Instructor February 2013	500.00
Check	03/26/2013	98560	Sam's Club (Old Acct)	Coffee/Kitchen Supplies	500.61
Check	04/01/2013	98629	Let Me Arrange It! Inc.	Transportation Fee to China Town Tour (42)	790.00
Total 1104515 · Programming					1,790.61
1104516 · Social Services					
Check	03/26/2013	98519	Vana, Kristin N	LL Reception Bulletin Board	27.30
Total 1104516 · Social Services					27.30
1104532 · Visual Arts					
Check	03/26/2013	98530	Blick Art Materials	Inv# 1558193 Art Materials	62.73
Check	03/26/2013	98550	Midwest Ceramic Art Supply	Art Supplies	685.73
Total 1104532 · Visual Arts					748.46
Total 1104SOC · Social Services					2,764.37
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	03/26/2013	98545	Interstate Battery System	Inv# 50088591 Vehicle Battery (2)	181.90
Check	03/26/2013	98561	Safety Lane Inspections	Inv# 9841 Safety Inspection	33.48
Check	03/29/2013	98616	Safety Lane Inspections	Inv# 9877 Safety Inspection	33.48
Total 1104518 · Vehicle Maintenance					248.86
1104552 · Fuel					
Check	03/26/2013	98566	Village of Hanover Park (Fuel)	Inv# 35799 January 2013 Fuel	4,178.02

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Type	Date	Num	Name	Memo	Amount
Total 1104552 · Fuel					4,178.02
1104553 · Uniforms					
Check	03/26/2013	98540	Cintas	Inv# 22548353 Township Fleece (5)	265.23
Total 1104553 · Uniforms					265.23
1104691 · Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	8,621.95
Total 1104691 · Health Insurance					8,621.95
1104692 · Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	122.55
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	646.06
Total 1104692 · Dental, Vision & Life Insurance					768.61
Total 1104TRN · Transportation					14,082.67
Total 1104 · Senior Center - Expenditures					20,666.06
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	03/29/2013	98619	Staples	Inv# 3193388142 Folder Fastener/Shoulder Rest/Pocket Holder	128.83
Check	03/29/2013	98619	Staples	Inv# 3194053755 File Folders	20.49
Check	03/29/2013	98619	Staples	Inv# 3194053753 Paper Clips/Pens/Hi Liters/Toner/Folders	432.01
Total 2024202 · Office Supplies					581.33
2024204 · Equipment					
Check	03/26/2013	98568	Wells Fargo Financial Leasing 003	Acct# 001-0090075-003 Copy Machine Rental	179.00
Check	03/29/2013	98597	Ace Coffee Bar	Inv# 102221 Coffee Machine Rental	29.95
Check	03/29/2013	98604	Comcast (WS)	Acct# 8771 10 085 0097898 Monthly Charges	92.96
Check	03/29/2013	98619	Staples	Inv# 3194053753 Toner (4)	328.79
Total 2024204 · Equipment					630.70
2024205 · Travel & Training					
Check	03/29/2013	98594	Imperato, Mary Jo	Mileage Reimbursement	83.62
Total 2024205 · Travel & Training					83.62
2024210 · Printing					
Check	03/29/2013	98619	Staples	Inv#3193388142 Ink Cartridges (5)	122.64
Check	03/29/2013	98619	Staples	Inv# 3194053754 Toner	121.76
Total 2024210 · Printing					244.40
2024212 · Dues & Publications					
Check	03/29/2013	98620	Verify (XHANGA)	Inv# 761781 Background Checks	144.00
Total 2024212 · Dues & Publications					144.00
2024510 · Miscellaneous					
Check	03/26/2013	98560	Sam's Club (Old Acct)	Food Pantry Supplies	13.74

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Type	Date	Num	Name	Memo	Amount
Total 2024510 · Miscellaneous					13.74
2024591 · Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	2,463.09
Total 2024591 · Health Insurance					2,463.09
2024592 · Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	31.47
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	241.01
Total 2024592 · Dental, Vision & Life Insurance					272.48
Total 2024ADM · Administration					4,433.36
2024HOM · Home Relief					
2024102 · Rent					
Check	04/01/2013	2145	Michael Pisto	April 2013 Rent	300.00
Check	04/01/2013	2146	Nature Homes - Meadows	April 2013 Association Fees	100.00
Check	04/01/2013	2147	Fifth Third Bank	April 2013 Mortgage	500.00
Check	04/01/2013	2147	Fifth Third Bank	April 2013 Mortgage	170.35
Check	04/01/2013	2151	Forest Ridge Homeowners Association	April 2013 Rent	248.34
Check	04/01/2013	2154	Justin Burns	April 2013 Rent	175.00
Check	04/01/2013	2156	CarolAnn Sansone	April 2013 Rent	450.00
Check	04/01/2013	2157	Sheng Guo	April 2013 Rent	650.00
Check	04/01/2013	2158	Spring Lakes Estates	April 2013 Rent	45.00
Check	04/01/2013	2162	Cook County Treasurer	Property Tax Assessment	185.00
Check	04/01/2013	2164	Bartlett Green V Condo Assoc.	April 2013 Rent	149.77
Check	04/01/2013	2170	Sue Sommers	April 2013 Rent	650.00
Check	04/01/2013	2171	Allen Back	April 2013 Rent	400.00
Check	04/01/2013	2173	Brookside Condominium Association	April 2013 Rent	425.00
Check	04/01/2013	2174	Theodore Urzendowski	April 2013 Rent	500.00
Check	04/01/2013	2175	Adam Zeliarz	April 2013 Rent	500.00
Check	04/01/2013	2176	Harinarayan Subbarao	April 2013 Rent	515.52
Check	04/01/2013	2177	Ronald Kuhn	April 2013 Rent	500.00
Check	04/01/2013	2178	Ralph Kanehl Sr.	April 2013 Rent	400.00
Check	04/01/2013	2179	Eredis Schaeffer	April 2013 Rent	650.00
Check	04/01/2013	2180	Juan Diaz	April 2013 Rent	650.00
Check	04/01/2013	2181	929 Jefferson, LLC	April 2013 Rent	650.00
Check	04/01/2013	2182	Spring Lakes Estates	April 2013 Rent	400.00
Total 2024102 · Rent					9,213.98
2024103 · Utilities					
Check	04/01/2013	2143	NICOR (GA)	Utilities Assistance Acct#289712077988	50.00
Check	04/01/2013	2144	Com Ed 042 (GA)	Utilities Assistance Acct# 7490543057	200.00
Check	04/01/2013	2149	Com Ed 042 (GA)	Utilities Assistance Acct# 2091015059	101.95
Check	04/01/2013	2152	NICOR (GA)	Utilities Assistance Acct# 96857710006	95.00
Check	04/01/2013	2153	Com Ed 042 (GA)	Utilities Assistance Acct# 7667575007	82.10
Check	04/01/2013	2155	Village of Bartlett	Utilities Assistance Acct# 52229	23.43
Check	04/01/2013	2160	Village of Bartlett	Utilities Assistance Acct# 51869	22.61
Check	04/01/2013	2161	NICOR (GA)	Utilities Assistance Acct# 46307710007	7.00

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Type	Date	Num	Name	Memo	Amount
Check	04/01/2013	2163	Com Ed 042 (GA)	Utilities Assistance Acct# 7490495001	84.00
Check	04/01/2013	2166	NICOR (GA)	Utilities Assistance Acct# 82528710005	10.00
Check	04/01/2013	2167	Com Ed 042 (GA)	Utilities Assistance Acct# 7832153006	70.00
Check	04/01/2013	2168	Village of Streamwood	Utilities Assistance Acct# 25400730001	73.72
Check	04/01/2013	2169	Com Ed 042 (GA)	Utilities Assistance Acct# 7667641033	55.00
Check	04/01/2013	2172	Com Ed 042 (GA)	Utilities Assistance Acct# 8084794005	95.00
Total 2024103 · Utilities					969.81
2024105 · Clothing					
Check	04/01/2013	2183	Walmart	Personal Essentials Gift Card (15)	1,980.00
Total 2024105 · Clothing					1,980.00
2024106 · Travel Expenses					
Check	04/01/2013	2159	Travelers Personal Insurance	Car Insurance #989 635 806 101 1	25.00
Check	04/01/2013	2183	Walmart	Gas Cards (8)	775.00
Total 2024106 · Travel Expenses					800.00
2024119 · Emergency Assistance					
Check	04/01/2013	2148	Village of Streamwood	Utilities Assistance Acct# 14506860001	39.33
Check	04/01/2013	2150	Village of Streamwood	Utilities Assistance Acct# 1440264001	49.71
Check	04/01/2013	2165	Village of Streamwood	Utilities Assistance Acct# 19900620001	85.00
Total 2024119 · Emergency Assistance					174.04
Total 2024HOM · Home Relief					13,137.83
Total 2024 · Welfare Services - Expenditures					17,571.19
3034 · Road & Bridge - Expenditures					
3034ADM · Administration					
3034704 · Telephone					
Check	03/29/2013	98618	Sprint (HWY)	Acct# 162978503 Monthly Charges	277.70
Total 3034704 · Telephone					277.70
3034711 · Utilities					
Check	03/29/2013	98613	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	393.67
Total 3034711 · Utilities					393.67
3034791 · Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	828.97
Total 3034791 · Health Insurance					828.97
3034792 · Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	23.94
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	138.81
Total 3034792 · Dental, Vision & Life Insurance					162.75
Total 3034ADM · Administration					1,663.09
3034ROD · Road Maintenance					

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Type	Date	Num	Name	Memo	Amount
3034602 - Operating Supplies & Materials					
Check	03/26/2013	98544	Highway Technologies	Inv# 65119080 Street Sign	89.99
Check	03/26/2013	98563	Terrace Supply Company	Inv# 924624 Cylinder Rental	9.24
Check	03/26/2013	98564	The Home Depot	Cleaning Supplies	32.43
Check	03/29/2013	98609	Grainger	Inv# 9094401842 Retaining Ring/Spindle	5.31
Check	03/29/2013	98616	Safety Lane Inspections	Inv# 9877 Safety Inspection	33.48
Total 3034602 - Operating Supplies & Materials					170.45
3034603 - Gasoline					
Check	03/26/2013	98566	Village of Hanover Park (Fuel)	Inv# 35799 January 2013 Fuel	459.23
Check	03/29/2013	98621	Village of Bartlett - Fuel	Inv# 2841 February 2013 Fuel	2,908.31
Total 3034603 - Gasoline					3,367.54
3034610 - Street Lighting					
Check	03/26/2013	98536	Com Ed 152	Acct# 0045120152 Monthly Charges	256.99
Check	03/26/2013	98537	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges	15.30
Total 3034610 - Street Lighting					272.29
3034614 - Signs, Stripping & Tree Removal					
Check	03/26/2013	98544	Highway Technologies	Inv# 65118760 Street Sign (2)	54.48
Check	03/26/2013	98544	Highway Technologies	Inv# 65119081 Street Sign	40.18
Total 3034614 - Signs, Stripping & Tree Removal					94.66
Total 3034ROD - Road Maintenance					3,904.94
303EQM - Equipment					
3034609 - Maintenance Vehicles & Equip					
Check	03/26/2013	98542	Fleet Pride, Inc.	Inv# 52515755 Speed Sensor	107.32
Check	03/29/2013	98611	Monroe Truck Equipment	Inv# 297784 Motor/Fitting/Seal	222.42
Total 3034609 - Maintenance Vehicles & Equip					329.74
Total 303EQM - Equipment					329.74
Total 3034 - Road & Bridge - Expenditures					5,897.77
5054 - Mental Health - Expenditures					
5054ADM - Administration					
5054012 - Office Supplies					
Check	03/29/2013	98619	Staples	Inv# 3195220570 Binder	16.11
Check	03/29/2013	98619	Staples	Inv# 3195220575 Cork Board	65.59
Total 5054012 - Office Supplies					81.70
5054538 - Miscellaneous					
Check	03/29/2013	98578	4imprint, Inc.	Order# 7696888 Power Clips (550)	439.05
Total 5054538 - Miscellaneous					439.05
5054591 - Health Insurance					
Check	04/01/2013	98627	United Healthcare	Cust# 530960 Policy Coverage	482.68

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Type	Date	Num	Name	Memo	Amount
Total 5054591 · Health Insurance					482.68
5054592 · Dental, Vision & Life Insurance					
Check	04/01/2013	98625	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	6.84
Check	04/01/2013	98626	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	39.66
Total 5054592 · Dental, Vision & Life Insurance					46.50
Total 5054ADM · Administration					1,049.93
5054COM · Community Resource Center					
5054210 · Utilities					
Check	03/29/2013	98572	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	218.55
Check	03/29/2013	98582	Nicor (MHB)	Acct# 84-67-77-1000 0 Monthly Charges	240.37
Total 5054210 · Utilities					458.92
5054250 · Building Maintenance					
Check	03/29/2013	98570	Orkin Pest Control (MHB)	Inv# 82667803 Pest Control	50.00
Total 5054250 · Building Maintenance					50.00
5054286 · Agency Support Services					
Check	03/29/2013	98581	PAETEC	Acct# 9097797 Monthly Charges	564.47
Check	03/29/2013	98581	PAETEC	Acct# 1173538 Monthly Charges	70.81
Check	03/29/2013	98583	Hinckley Springs (MHB)	Acct# 16681552567400 Monthly Charges	70.81
Total 5054286 · Agency Support Services					635.28
Total 5054COM · Community Resource Center					1,144.20
5054SVC · Service Contracts					
5054107 · Open Door Clinic					
Check	03/29/2013	98574	Open Door Clinic	AIDS/Mental Health Outreach	1,250.00
Total 5054107 · Open Door Clinic					1,250.00
5054108 · Aid Supportive Employment					
Check	03/29/2013	98576	Association for Individual Development	Supportive Employment Program	9,500.00
Total 5054108 · Aid Supportive Employment					9,500.00
5054109 · Aid Case Management					
Check	03/29/2013	98576	Association for Individual Development	Home Based Services	1,250.00
Total 5054109 · Aid Case Management					1,250.00
5054132 · Ecker Therapy Services					
Check	03/29/2013	98577	Ecker Center for Mental Health	Therapy Services	16,750.00
Total 5054132 · Ecker Therapy Services					16,750.00
5054135 · Ecker Center / PEP					
Check	03/29/2013	98577	Ecker Center for Mental Health	Psychiatry Emergency Program	875.00
Total 5054135 · Ecker Center / PEP					875.00
5054148 · FSA Youth					

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Type	Date	Num	Name	Memo	Amount
Check	03/29/2013	98580	Family Svc Assoc of Greater Elgin	Child and Adolescent Services Oct- Dec 2012	5,250.00
Check	03/29/2013	98580	Family Svc Assoc of Greater Elgin	Child and Adolescent Services Jan - Mar 2013	5,250.00
Total 5054148 · FSA Youth					10,500.00
5054149 · FSA Adult					
Check	03/29/2013	98580	Family Svc Assoc of Greater Elgin	Adult Mental Health Services Jan-Mar 2013	3,125.00
Check	03/29/2013	98580	Family Svc Assoc of Greater Elgin	Adult Mental Health Services Oct - Dec 2012	3,125.00
Total 5054149 · FSA Adult					6,250.00
5054167 · Alexian Brothers - Senior MH					
Check	03/29/2013	98573	Alexian Mental Health Center	Senior Mental Health Services	8,500.00
Total 5054167 · Alexian Brothers - Senior MH					8,500.00
5054177 · Staff Development Grant Fund					
Check	03/29/2013	98577	Ecker Center for Mental Health	Staff Development Grant Award	370.00
Total 5054177 · Staff Development Grant Fund					370.00
5054180 · Capital Grant Fund					
Check	03/29/2013	98571	Larkin Center for Children	Capital Grant Award	3,325.00
Check	03/29/2013	98579	Centro de Informacion	Capital Grand Award	677.00
Total 5054180 · Capital Grant Fund					4,002.00
5054183 · CCC SA Counseling					
Check	03/29/2013	98575	Community Crisis Center	Sexual Assault Counseling Program	2,250.00
Total 5054183 · CCC SA Counseling					2,250.00
5054194 · CCC- Strategies for Safety					
Check	03/29/2013	98575	Community Crisis Center	Strategies for Safety	1,750.00
Total 5054194 · CCC- Strategies for Safety					1,750.00
Total 5054SVC · Service Contracts					63,247.00
Total 5054 · Mental Health - Expenditures					65,441.13
7004 · Vehicle Replcmnt - Expenditures					
7004408 · Vehicle Purchase					
Check	03/29/2013	98624	North Whidbey Fire & Rescue	Rescue Squad with Generator and Light Tower	85,000.00
Total 7004408 · Vehicle Purchase					85,000.00
7004540 · Bus Purchase					
Check	03/26/2013	98524	Pace	Vehicle Deposit	1,000.00
Check	04/01/2013	98631	Pace	Acct# 30896 Lease	100.00
Total 7004540 · Bus Purchase					1,100.00
Total 7004 · Vehicle Replcmnt - Expenditures					86,100.00
8084 · Capital Projects - Expenditures					
8084425 · Building & Perm Improvements					
Check	03/26/2013	98564	The Home Depot	YFS Renovation - Paint Supplies/Materials	138.76

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
			Total 8084425 · Building & Perm Improvements		138.76
			Total 8084 · Capital Projects - Expenditures		138.76
TOTAL					<u>259,023.50</u>



- I. Call to Order/Roll Call
Supervisor McGuire called the meeting to order at 7:00 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire.
- Elected and appointed officials present: Assessor Thomas Smogolski, Road Commissioner P. Craig Ochoa, and Collector Frank Liquori.
- Staff and others present included Administrator James Barr, Facilities & Maintenance Director Steve Spejcher, Manager of Community Relations Thomas Kutteneberg, Senior Services Director Barb Kurth-Schuldt, Director of Office of Community Health Kristen Smith, Welfare Services Director Mary Jo Imperato, Youth & Family Services Director John Parquette, Mrs. Hope Duval, and Attorney Larry Mraz. Also present were Village of Streamwood Trustee Mike Baumer, Mrs. Philomena Fulara and her daughter Barb, and the Bartlett Jewel-Osco store, the Streamwood High School Girls Varsity Basketball Team, Hoffman Estates resident Mr. Steve Caramelli, and Civics class students from Streamwood High School.
- II. Supervisor McGuire asked everyone to stand and join him in the Pledge of Allegiance.
- III. Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations:
- A. Supervisor McGuire asked that the Board join him in recognizing members of our community who have served in the U.S. military.
 - 1. TEC5 Frank A. Fulara, who served in the U.S. Army from 1943 to 1945, was posthumously congratulated on being inducted into the Veterans Honor Roll in acknowledgment of his service to our country. The recognition was accepted by his wife, Mrs. Philomena Fulara and daughter, Barb.
 - 2. Corporal James D. Wiley of Streamwood who served in the U.S. Army from 1973 to 1976 was inducted into the Veterans Honor Roll and the record will reflect so.
 - B. Supervisor McGuire invited the members of the Streamwood High School Girls Varsity Basketball Team and their coach forward to receive recognition on their recent successes. They took second place in the Conference Tournament and first place in the Regionals at Cary Grove. This was the first time the Team had placed first in 25 years.
 - C. Supervisor McGuire asked that the record reflect the Board's recognition and thanks to the Streamwood Panera Bread #0913 for their continued support of the Hanover Township Food Pantry.
 - D. The Supervisor asked that the record reflect the Board's thanks to the Streamwood Jewel-Osco store #3268 for their continued support of the Hanover Township Food Pantry.
 - E. The Supervisor and Board thanked the Bartlett Jewel-Osco store #3348 for their continued support of the Hanover Township Food Pantry and presented a plaque in thanks.
- V. Hearing regarding the Hanover Township and the Hanover Township Road District Budget and Appropriation Ordinances: A motion was made by Trustee Westlund-Deenihan to go into a Hearing regarding the Hanover Township and the Hanover Township Road District Budget and Appropriation Ordinances. The motion was seconded by Trustee Benoit at 7:15 p.m. Roll call: Ayes: Trustee Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: None. Motion carried.

The Hearing regarding the Hanover Township and the Hanover Township Road District Budget and Appropriation Ordinances was called to order at 7:16 p.m. Roll call: Present: Trustee Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire; quorum established.

- A. Administrator Barr provided a review of the Hanover Township and Hanover Township Road District Budget and Appropriations Ordinances.
- B. The Supervisor opened the floor to questions and comments from the Board regarding the Hanover Township and Hanover Township Road District Budget and Appropriations Ordinances. There were no questions or comments.
- C. The Supervisor opened the floor to questions and comments from the other elected officials and public regarding the Hanover Township and Hanover Township Road District Budget and Appropriations Ordinances. There were no questions or comments.
- D. A motion was made by Trustee Benoit to approve the Hanover Township Budget and Appropriation Ordinance #031913HTBAO for fiscal year April 1, 2013 ending March 31, 2014. The motion was seconded by Trustee Krick. Roll call: Ayes: Trustee Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: None. Motion carried.
- E. A motion was made by Trustee Westlund-Deenihan to approve the Hanover Township Road District Budget and Appropriation Ordinance #031913HTRDBAO for fiscal year April 1, 2013 ending March 31, 2014. The motion was seconded by Trustee Krick. Roll call: Ayes: Trustee Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: None. Motion carried.
- F. A motion was made at 7:19 p.m. to adjourn for the Hearing into the Regular Board Meeting by Trustee Benoit and seconded by Trustee Westlund-Deenihan; roll call: Ayes: Trustee Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: None. Motion carried.

The Regular Meeting was called to order at 7:21 p.m.; roll call reflected a quorum of four Trustees and the Supervisor present.

VI. Reports:

- A. *Supervisor's Report:* The Supervisor offered no report.
- B. *Clerk's Report:* Clerk Dolan Baumer reported that the Township held a successful Shred on March 2. Thank you to our Emergency Services for their assistance that day.
- C. *Assessor's Report:* Assessor Smogolski reported that his office would take advantage of the Job Fair to be held on March 21, as he will be hiring in June, and hopes to find someone to fill Ms Mikulski's position (she will be retiring this year).
- D. *Highway Commissioner's Report:* The Commissioner offered no report.
- E. *Treasurer's Report:* A motion was made by Trustee Burke and seconded by Trustee Benoit to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Ayes: Trustees Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: None. Motion carried.
- F. *Trustee Committee Liaison Reports:*
 1. Youth: Trustee Benoit reported that Youth Leadership Awards were given out this evening prior to the meeting. She thanked Director Parquette, staff and the Board for attending and making it a success.
 2. Senior: Trustee Krick reported that the Committee is working with the Streamwood Park District on an adopt-a-park project.
 3. Environmental Workgroup: Trustee Westlund-Deenihan reported that the lunch 'n learn

with guest speaker Dr. Boyd, of Elgin Community College, will be held on Wednesday.

G. *Department Reports:* Departments of Administrative Services, Assessor's Office, Community Health, Community & Veterans Affairs, Emergency Services, Facilities and Maintenance, Highway Department, Mental Health Board, Senior Services, Welfare Services, Youth and Family Services, and the Clerk offered reports for the Board's review and consideration. Director Imperato asked that everyone remember the upcoming Job Fair on Thursday from 2-5 p.m. Director Smith announced that the department will start offering dental examinations for children on April 11 for \$15.

VII. Bill Paying

Mr. Barr offered the bills in two requests for approval, with bills for payment to Alexian Brothers for \$558.78; a motion was made by Trustee Westlund-Deenihan and seconded by Trustee Burke to pay the Alexian invoices of \$558.78. Roll call: Ayes: Trustees Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: none. Motion carried.

Mr. Barr asked that the Board approve the bills from February 20 through March 19, 2013 as presented.

a. Town Fund	\$101,828.76
b. Senior Center Fund	35,327.88
c. Welfare Services Fund	21,395.45
d. Road and Bridge Fund	27,964.34
e. Mental Health Fund	21,511.10
f. Retirement Fund	0.00
g. Vehicle Fund	5,998.00
h. Capital Fund	<u>197,532.47</u>
Total All Funds:	<u>\$411,558.00</u>

A motion was made by Trustee Burke to approve the bills as presented for February 20 through March 19, 2013; Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: none. Motion carried.

VIII. Unfinished Business: None was discussed.

VIII. New Business:

- A. Regular Meeting Minutes of February 19, 2013: Clerk Dolan Baumer submitted the regular meeting minutes of February 19, 2013 for review and approval by the Board. A motion was made by Trustee Westlund-Deenihan to approve the regular meeting minutes of February 19, 2013 with a second by Trustee Burke. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: none. Motion carried.
- B. Executive Session Meeting Minutes of February 19, 2013: Clerk Dolan Baumer submitted the regular meeting minutes of February 19, 2013 for review and approval by the Board. A motion was made by Trustee Benoit to approve the regular meeting minutes of February 19, 2013 with a second by Trustee Westlund-Deenihan. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: none. Motion carried.
- C. Approval of the 163rd Annual Town Meeting Agenda: Clerk Dolan Baumer presented the 163rd Annual Town Meeting agenda for approval by the Board. A motion was made by Trustee Benoit and seconded by Trustee Burke to approve the 163rd Annual Town Meeting agenda as presented. Roll call: Ayes: Trustees Burke, Krick, Benoit, and Westlund-Deenihan. Nays: Supervisor McGuire. Motion carried.
- D. Approval of the Tentative Electrical Aggregation Plan of Governance: A motion was made by Trustee Westlund-Deenihan and seconded by Trustee Burke to approve the Tentative Electrical Aggregation Plan of Governance as presented. Roll call: Ayes: Trustees Burke, Krick, Benoit,

and Westlund-Deenihan, and Supervisor McGuire. Motion carried.

- E. Approval of Emergency Services Vehicle Purchase: A motion was made by Trustee Burke and seconded by Trustee Benoit to approve the Emergency Services Vehicle Purchase. Discussion ensued. The motion was revoked Trustee Burke and the second revoked by Trustee Benoit. Motion to accept the Brindlee Mountain bid for the Emergency Services Rescue Vehicle at a price not to exceed \$85,000 and contingent upon an inspection by Emergency Services and the mechanic was made by Trustee Burke and seconded by Trustee Westlund-Deenihan. Roll call: Ayes: Trustees Burke, Krick, Benoit, and Westlund-Deenihan, Supervisor McGuire Nays: None. Motion carried.

IX. Executive Session: No motion was made to go into Executive Session.

X. Other Business: Trustee Benoit thanked everyone who came to the Open House for the new St. Alexis Women's and Children's Hospital. They are going to specialize in autism treatment. Supervisor McGuire noted that Mental Health Board Chair Detective Brian Gorcowski was recognized today by the Elgin Police for his major part in apprehending the suspect of the recent murder in Elgin. No other business was conducted. Mr. Barr reminded the Board that Public Hearings will be held on April 2 and April 16 on the Electrical Aggregation at 6:45 p.m. at the Senior Center.

XI. Adjournment: There being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 8:04 p.m. Motion to adjourn was made by Trustee Westlund-Deenihan seconded by Trustee Benoit. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Westlund-Deenihan, and Supervisor McGuire. Nays: none. Meeting adjourned.

Mr. McGuire invited the high school students forward to have their paperwork signed by the Board.

Respectfully submitted,



Katy Dolan Baumer

Clerk

Copy: Supervisor Administrator Attorney Gail Borden Library
(4) Trustees Senior Services Auditor Poplar Creek Public Library
Assessor Welfare Services Village of Streamwood
Bartlett Library Highway Commissioner Y&F Services Streamwood Park District

Initial Review

Per Hanover Township procurement requirements, bids are to be reviewed in order of lowest to highest cost proposal. The table below shows the received submissions in order of lowest to highest. Please note that the CTS Software, Inc. proposal included information on two (2) available mobile data units and a cost table for each.

Bidding Agency	Initial Cost	Year 2 – 5 Cost	Total Solution Proposal
Simpli Transport	\$5,800.00	\$23,200	\$29,000
CTS Software, Inc.			
<i>Mentor Ranger®</i>	\$49,735	\$42,500	\$92,235
<i>Mentor Mobility</i>	\$38,180	\$35,056	\$73,236
RouteMatch	\$55,939	\$26,760	\$82,699
Ecolane USA, Inc.	\$59,885	\$31,716	\$91,601

Once the order of review was determined, each proposal was reviewed for required minimum documentation. Interested parties were instruction to include the following:

Required Item	Simpli	CTS	RouteMatch	Ecolane
Signed Letter of Transmittal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Understanding of the Project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Software System/Technology Description	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Implementation Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Quality Assurance Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Training Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Description of Experience	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Cost Proposal Form	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Those submissions containing all the required items will be reviewed starting with the lowest proposed bid.

Responsive and Responsible Criteria

Responsive Bidder - A responsive bidder is one that submits a bid which fully conforms in all material respects to the requirements and criteria in the invitation for bids. Instructions to bidders must be strictly followed for a bid to be valid, and a violation of any mandatory instructions constitutes a disqualifying error for which a bid may be rejected.

Responsible Bidder - A responsible bidder is one that has the judgment, skill, promptness, faithfulness, competent workmen, honesty, financial standing, reputation, experience, resources, facilities, past history of adherence to plans and specifications, capacity, ability, availability, and efficiency to complete the project.

The bid submission from Simpli Transport was removed from consideration and deemed unresponsive due to non-inclusion of all required documentation.

Comprehensive Reviews

Each submission deemed responsive will be reviewed in order of lowest to highest cost. A comprehensive review of responsive bids will determine if the criteria set forth in the technical specifications has been satisfied. The first bid to meet or exceed all of the technical specifications criteria will be recommended for award. No other bids will be reviewed once a recommendation for award is made.

Simpli Transport

Simpli Transport submitted a proposal which **did not** contain all required documentation. The submission **did not meet the criteria for responsive and responsible bidder and was disqualified from consideration.**

CTS Software, Inc.

CTS Software, Inc. (CTS) submitted a proposal which contained all required documentation. The submission included information for two (2) available Mobile Data Terminals (MDT); the Mentor Ranger® and the Mentor Mobility. The Mentor Mobility unit option presented the lower of the two included cost proposals and was reviewed first. The Mentor Ranger® unit option presented the highest of all bid submissions and will be reviewed only under the following conditions:

- All components of the CTS submission are complete and meet or exceed all of the requirements set forth in the IFB;
- The Mentor Mobility unit **does not** meet the requirements set forth in the IFB; **and**
- No other lower-cost submissions meet the responsive and responsible bidder criteria and satisfactorily meet all of the technical specifications set forth in the IFB.

Below is a table of each required element of the technical specifications (paraphrased for brevity) and an indication of does not meet, meets, or exceeds based on the information provided by the bidder:

Specification	Does Not Meet	Meets	Exceeds
Software			
Client Database			
Build New Client Database Files		✓	
Data Conversion of Existing Files		✓	
Database Attributes		✓	
Client Database Functionality			
Customer Look-Up		✓	
New Client Entry/Customer Edits		✓	
Client Details		✓	
GIS and Mapping Functions			
Service Area			✓
Functionality			✓
Export of Map Data		✓	
Features and Attributes			✓
Geocoding		✓	
Distance Computation			✓
Graphical Display of Trips/Tours		✓	
Trip Reservations			
Real Time Trip Details Entry		✓	
Default and Common Pick-up Addresses		✓	
Client Trip Destinations		✓	
Trip Reversals		✓	
Pick-Up/Appointment Time Allowances		✓	
Advance Reservations		✓	
Standing Order Trip Entry		✓	
Trip Reservation Editing		✓	
Suspended Service		✓	
Personal Care Attendants/Escorts		✓	
Fare Computation		✓	
Trip Cancellation		✓	

Specification	Does Not Meet	Meets	Exceeds
Scheduling			
Automated Batch Scheduling			✓
Subscription Trips		✓	
Unscheduled Trips		✓	
Same-Day Trips		✓	
Schedules			
Display		✓	
Validation/Violations		✓	
Manual Override		✓	
Labor Rules		✓	
Vehicle Assignment		✓	
Editing Schedules		✓	
Dynamic Updates		✓	
Unscheduled Trips		✓	
GIS Display of Schedules		✓	
Dispatching			
Access to Dispatch Information		✓	
Driver Assignment		✓	
Vehicle Assignment		✓	
Cancellations/No-Shows		✓	
Same-Day Add-ons		✓	
Service Emergencies		✓	
Removal of Vehicles from Service		✓	
Web-Interface			
	☒		
System Parameters			
		✓	
Reports			
Standard Reports			✓
Ad-Hoc Reports			✓
Hardware			
	☒		
Mobile Data Computers			
Communications			
Wireless Functionality		✓	
Audio/Visual Alerts		✓	

Specification	Does Not Meet	Meets	Exceeds
Operator Response		✓	
Messages		✓	
Log-On Functionality			
Initial Power-On Sequence		✓	
Driver Log-In		✓	
Driver Checklists		✓	
Display Functionality			
Basic Functionality		✓	
Basic Controls		✓	
Automatic Vehicle Location			
Protocols		✓	
Navigation Functionality		✓	
Display Functionality		✓	
Manifest Screens		✓	
Passenger/Trip Information Screen		✓	
Other Action Screens		✓	
Data Messaging		✓	
Emergency Messages		✓	
Hardware			
Unit Specifications		✓	
Operating Parameters		✓	
Functionality		✓	
Dispatch Interface/Functionality			
Event Based Reporting		✓	
Distance Traveled Reporting		✓	
Time Elapsed Reporting		✓	
Hybrid GPS Reporting		✓	
Emergency Situations		✓	
Poll-on-Demand		✓	
Project Management			
Project Manager		✓	
Single Point of Contact		✓	
Use of Existing Market Products		✓	

Specification	Does Not Meet	Meets	Exceeds
Current Version(s)		✓	
Technical Support		✓	
Installation		✓	
Testing			
On-Site Representation		✓	
Testing Period		✓	
Error, Corrections, Fixes		✓	
Final Testing		✓	
Acceptance		✓	
Training		✓	

Recommendation

Section 2.2.8 of the IFB indicates that the “*solution must be web-based and fully functional via Internet Explorer 6.x through 8.x...*”. Page 51 of the CTS submission indicates that a “hosted solution” is an option; however, the proposal does not specify that the vendor will provide web hosting services. The included cost proposal form indicates that web hosting fees are not applicable and included in the first year cost proposal. I am unable to fully determine if the solution CTS presented is web-based, wherein they host the required databases on their proprietary servers; or if the solution is web-based wherein Hanover Township is required to install software components onto in-house servers which will be accessed via a web-like interface.

Additionally, Section 2.2.11 requires that the solution must be “offeror or third-party hosted and may not require hardware or software installation on township servers.” The proposal responded to this section by listing minimum server requirements associated with the software.

Based on the inconclusive approach to meeting the web-based requirement, the CTS Software, Inc. proposal should be considered **unresponsive and disqualified for consideration**.

RouteMatch Software

RouteMatch Software submitted a proposal which contained all required documentation.

Below is a table of each required element of the technical specifications (paraphrased for brevity) and an indication of does not meet, meets, or exceeds based on the information provided by the bidder:

Specification	Does Not Meet	Meets	Exceeds
Software			
Client Database			
Build New Client Database Files		✓	
Data Conversion of Existing Files		✓	
Database Attributes		✓	
Client Database Functionality			
Customer Look-Up		✓	
New Client Entry/Customer Edits		✓	
Client Details		✓	
GIS and Mapping Functions			
Service Area		✓	
Functionality		✓	
Export of Map Data		✓	
Features and Attributes		✓	
Geocoding		✓	
Distance Computation		✓	
Graphical Display of Trips/Tours		✓	
Trip Reservations			
Real Time Trip Details Entry		✓	
Default and Common Pick-up Addresses		✓	
Client Trip Destinations		✓	
Trip Reversals		✓	
Pick-Up/Appointment Time Allowances		✓	
Advance Reservations		✓	
Standing Order Trip Entry		✓	
Trip Reservation Editing		✓	
Suspended Service		✓	
Personal Care Attendants/Escorts		✓	

Specification	Does Not Meet	Meets	Exceeds
Fare Computation		✓	
Trip Cancellation		✓	
Scheduling			
Automated Batch Scheduling			✓
Subscription Trips		✓	
Unscheduled Trips		✓	
Same-Day Trips		✓	
Schedules			
Display		✓	
Validation/Violations		✓	
Manual Override		✓	
Labor Rules		✓	
Vehicle Assignment		✓	
Editing Schedules		✓	
Dynamic Updates		✓	
Unscheduled Trips		✓	
GIS Display of Schedules		✓	
Dispatching			
Access to Dispatch Information		✓	
Driver Assignment		✓	
Vehicle Assignment		✓	
Cancellations/No-Shows		✓	
Same-Day Add-ons		✓	
Service Emergencies		✓	
Removal of Vehicles from Service		✓	
Web-Interface	✗		
System Parameters			
		✓	
Reports			
Standard Reports			✓
Ad-Hoc Reports			✓
Hardware			
		✓	
Mobile Data Computers			

Specification	Does Not Meet	Meets	Exceeds
Communications			
Wireless Functionality		✓	
Audio/Visual Alerts	✗		
Operator Response		✓	
Messages		✓	
Log-On Functionality			
Initial Power-On Sequence		✓	
Driver Log-In		✓	
Driver Checklists			
Driver Checklists		✓	
Display Functionality			
Basic Functionality		✓	
Basic Controls		✓	
Automatic Vehicle Location			
Protocols		✓	
Navigation Functionality		✓	
Display Functionality		✓	
Manifest Screens		✓	
Passenger/Trip Information Screen		✓	
Other Action Screens		✓	
Data Messaging		✓	
Emergency Messages		✓	
Hardware			
Unit Specifications		✓	
Operating Parameters		✓	
Functionality		✓	
Dispatch Interface/Functionality			
Event Based Reporting		✓	
Distance Traveled Reporting		✓	
Time Elapsed Reporting		✓	
Hybrid GPS Reporting		✓	
Emergency Situations		✓	
Poll-on-Demand		✓	
Project Management			

Specification	Does Not Meet	Meets	Exceeds
Project Manager		✓	
Single Point of Contact		✓	
Use of Existing Market Products		✓	
Current Version(s)		✓	
Technical Support		✓	
Installation		✓	
Testing			
On-Site Representation		✓	
Testing Period		✓	
Error, Corrections, Fixes		✓	
Final Testing		✓	
Acceptance		✓	
Training		✓	

Recommendation

Section 2.2.8 of the IFB indicates that the “*solution must be web-based and fully functional via Internet Explorer 6.x through 8.x...*”. Page 73 of the RouteMatch submission specifies that the recommended solution is an ASP hosting model that does not require a specific browser for access. In the strictest sense, the solution does not meet the specifications. However, it is the vendor’s intent to provide the necessary platform for access via the web, rendering the requirement of Internet Explorer unnecessary. As such, the proposal can be considered as having met the web-based hosting requirement.

RouteMatch acknowledges that the requirement stating “MDC unit shall alert driver to changes in manifest via color-code established by the purchaser” has not been met. In the strictest sense, the solution does not meet the specifications. However, drivers are alerted to changes via a pop-up acknowledgement feature of the MDC. While the driver alert does not adhere to the color-code specification set forth in the IFB, the proposal can be considered as having met the driver alert requirement.

Recommendation of award to RouteMatch software is contingent upon review of the Hanover Township procurement policy with regard to allowable variances from IFB specifications. If the variations noted are acceptable, the Township is advised to proceed with an agreement to purchase the solution proposed by RouteMatch Software. If the variations noted are not acceptable, please proceed to the next review.

Ecolane USA, Inc.

Ecolane USA, Inc. submitted a proposal which contained all required documentation.

Below is a table of each required element of the technical specifications (paraphrased for brevity) and an indication of does not meet, meets, or exceeds based on the information provided by the bidder:

Specification	Does Not Meet	Meets	Exceeds
Software			
Client Database			
Build New Client Database Files		✓	
Data Conversion of Existing Files		✓	
Database Attributes		✓	
Client Database Functionality			
Customer Look-Up		✓	
New Client Entry/Customer Edits		✓	
Client Details		✓	
GIS and Mapping Functions			
Service Area			✓
Functionality			✓
Export of Map Data			✓
Features and Attributes			✓
Geocoding			✓
Distance Computation			✓
Graphical Display of Trips/Tours			✓
Trip Reservations			
Real Time Trip Details Entry			✓
Default and Common Pick-up Addresses		✓	
Client Trip Destinations		✓	
Trip Reversals		✓	
Pick-Up/Appointment Time Allowances		✓	
Advance Reservations		✓	
Standing Order Trip Entry		✓	
Trip Reservation Editing		✓	
Suspended Service		✓	
Personal Care Attendants/Escorts		✓	

Specification	Does Not Meet	Meets	Exceeds
Fare Computation		✓	
Trip Cancellation		✓	
Scheduling			
Automated Batch Scheduling			✓
Subscription Trips		✓	
Unscheduled Trips		✓	
Same-Day Trips		✓	
Schedules			
Display		✓	
Validation/Violations		✓	
Manual Override		✓	
Labor Rules		✓	
Vehicle Assignment		✓	
Editing Schedules		✓	
Dynamic Updates		✓	
Unscheduled Trips		✓	
GIS Display of Schedules		✓	
Dispatching			
Access to Dispatch Information		✓	
Driver Assignment		✓	
Vehicle Assignment		✓	
Cancellations/No-Shows		✓	
Same-Day Add-ons		✓	
Service Emergencies		✓	
Removal of Vehicles from Service		✓	
Web-Interface			✓
System Parameters		✓	
Reports			
Standard Reports			✓
Ad-Hoc Reports			✓
Hardware		✓	

Specification	Does Not Meet	Meets	Exceeds
Mobile Data Computers			
Communications			
Wireless Functionality		✓	
Audio/Visual Alerts		✓	
Operator Response		✓	
Messages		✓	
Log-On Functionality			
Initial Power-On Sequence		✓	
Driver Log-In		✓	
Driver Checklists		✓	
Display Functionality			
Basic Functionality		✓	
Basic Controls		✓	
Automatic Vehicle Location			
Protocols		✓	
Navigation Functionality		✓	
Display Functionality		✓	
Manifest Screens	☒		
Passenger/Trip Information Screen		✓	
Other Action Screens		✓	
Data Messaging		✓	
Emergency Messages		✓	
Hardware			
Unit Specifications		✓	
Operating Parameters		✓	
Functionality		✓	
Dispatch Interface/Functionality			
Event Based Reporting		✓	
Distance Traveled Reporting		✓	
Time Elapsed Reporting		✓	
Hybrid GPS Reporting		✓	
Emergency Situations		✓	
Poll-on-Demand		✓	

Specification	Does Not Meet	Meets	Exceeds
Project Management			
Project Manager		✓	
Single Point of Contact		✓	
Use of Existing Market Products		✓	
Current Version(s)		✓	
Technical Support		✓	
Installation		✓	
Testing			
On-Site Representation		✓	
Testing Period		✓	
Error, Corrections, Fixes		✓	
Final Testing		✓	
Acceptance		✓	
Training		✓	

Recommendation

Section 2.3.6E of the IFB specifies that “*the driver must be able to view future scheduled trips for the specified client displaying date, scheduled time, and pick-up location.*” Ecolane acknowledges that the proposed solution does not contain the functionality to permit drivers to see future trips; only those trips which have been dispatched to that particular vehicle on that particular day. In the strictest sense, the solution does not meet the requirements set forth in the specifications. However, all future trips are viewable from the desktop platform and can be filtered to a specific client, pick-up/drop-off location, etc. As such, the proposal can be considered as having met the AVL manifest screens requirement.

Recommendation of award to Ecolane USA, Inc. is contingent upon review of the Hanover Township procurement policy with regard to allowable variances from IFB specifications. If the variations noted are acceptable, the Township is advised to proceed with an agreement to purchase the solution proposed by Ecolane USA, Inc.



TO: Hanover Township Board
FROM: James Barr, Township Administrator
BY: Thomas Warfield, Management Analyst
DATE: March 29, 2013
SUBJECT: Recommendation of Selection of the Ecolane Bid for Transportation Software Provider

In order to aid the Township in its daily mission of providing quality demand responsive transportation service in an economical manner to residents, a technology solution was sought to streamline and optimize the Senior Services dispatching process for Township vehicles. Based upon a thorough review of all bid options Township staff recommends selection of the Ecolane bid proposal for a multi-year contract.

An Invitation for Bid (IFB) was issued by the Township to ensure that the best possible product at the lowest possible price to residents. In total four companies submitted bids. Upon receipt of all bids Township staff, in conjunction with John Edmondson a subject matter expert from the Illinois Department of Transportation (IDOT), conducted separate and thorough reviews of each bid proposal. The purpose of the reviews was to determine which proposals met the criteria of being responsive and responsible bids, while also determining the lowest cost option.

A responsive bidder is defined as one that submits a bid which fully conforms in all material respects to the requirements and criteria in the invitation for bids. Instructions to bidders must be strictly followed for a bid to be valid, and a violation of any mandatory instructions constitutes a disqualifying error for which a bid may be rejected. A responsible bidder is defined as one that has the judgment, skill, promptness, faithfulness, competent workmen, honesty, financial standing, reputation, experience, resources, facilities, past history of adherence to plans and specifications, capacity, ability, availability, and efficiency to complete the project.

Of the four bids two were immediately determined to not meet the responsiveness criteria and so were disqualified (Simpli Transport and CTS Software Inc.). The remaining two bidders, Ecolane and RouteMatch both met the criteria of being responsible and responsive bidders based upon initial review, with only minor noted variances in their proposals. Both remaining bids were then evaluated based upon their overall costs over a five year period. Upon conducting this secondary analysis, RouteMatch appeared to be the lower cost bid, coming in \$8,902 less than Ecolane. However, upon further review Township staff noted that annual web-hosting fees had not been included in the maintenance costs of the bid form beyond the first year of the bid for RouteMatch, whereas these costs were included for Ecolane.

For a multi-year purchase, RouteMatch would be disqualified since the cost proposal for years 2-5 did not include the web hosting fee which is essential to the criteria set forth in the bid specifications. According to the subject matter expert, that omission constitutes a material variance that would give RouteMatch a distinct advantage over other prospective bidders, and therefore disqualifies this third bid from consideration. Additionally, when the annual costs are added into the final bid total for the five year period the total cost is increased by \$10,400, which makes the RouteMatch bid higher than the Ecolane bid by \$1,498.

The report from the IDOT subject matter expert has also been included for your review. Copies of the full bid proposals are now available for your review upon request at the Township office. Due to the large size of each of the proposals it was not feasible to include copies of each with this memo.

If you have any questions or if you would like additional information concerning this plan please contact the Township Administrator via email at jbarr@hanover-township.org or call directly at 630.837.0301 ext. 2127.

**Contract for Services
FY 2013/2014**

This Contract made this 1st day of April, 2013 by and between Hanover Township ("Hanover Township" or the "Township") and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the "Mental Health Board"), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 22, 2013, recommended the allocation of a sum not to exceed \$25,000 to be paid to the Hanover Township in consideration of the provision of Alternative to Suspension Program.
- B. Hanover Township has adopted its 2013/2014 Budget and Appropriation Ordinance appropriating said \$25,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the Quarterly Voucher for Payment (Attachment A-1). The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents on a form substantially similar to the Quarterly Voucher for Payment form (Attachment A-1).
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover

Township program, or activity, whether or not funded in whole or in part by grants through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided as a grant to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

Hanover Township Mental Health Board	Hanover Township
250 South Route 59	250 South Route 59
Bartlett, Illinois 60103	Bartlett, Illinois 60103
Attention: Chairperson	Attention: Supervisor
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

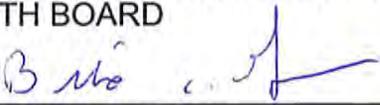
G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By 
Chairperson

Attest:


Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Reimbursement Rates

Hanover Township Youth and Family Services

Program: Alternative to Suspension

Grant Total: \$25,000

Quarterly Grant Disbursements	Amount
04/01/2013 – 06/30/2013	\$6,250
07/01/2013 – 09/30/2013	\$6,250
10/01/2013 – 12/31/2013	\$6,250
01/01/2014 – 03/31/2014	\$6,250

Attachment A-1

Quarterly Voucher for Payment

Agency: Hanover Township Youth and Family Services

Address: 240 S. Route 59
Bartlett, IL 60103

Program: 505-**** Alternative to Suspension

Period: Jan 1 - Mar 31, 2014 2013

Quarterly Grant Amount: \$6,200

**Projected Number of New
(Unduplicated) Clients for the
Quarter:** 10

Status: Approved

Please describe program activities for the report quarter:

In this section, DO NOT list a general description of your program. This section is to report on activities occurring in the report quarter and upcoming events that might interest the MHB

**Contract for Services
FY 2013/2014**

This Contract made this 1st day of April, 2013 by and between Hanover Township ("Hanover Township" or the "Township") and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the "Mental Health Board"), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 22, 2013, recommended the allocation of a sum not to exceed \$9,000 to be paid to the Hanover Township in consideration of the provision of psychiatric back-up services.
- B. Hanover Township has adopted its 2013/2014 Budget and Appropriation Ordinance appropriating said \$9,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the Purchase of Services (Attachment A-1). The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents on a form substantially similar to the Purchase of Services Form (Attachment A-1).
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by grants through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided as a grant to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
- 4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 - 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 - 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 - 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:
 - A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.

- B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

<p>Hanover Township Mental Health Board 250 South Route 59 Bartlett, Illinois 60103 Attention: Chairperson</p>	<p>Hanover Township 250 South Route 59 Bartlett, Illinois 60103 Attention: Supervisor</p>
---	--
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.

15. A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.

B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).

16. **Miscellaneous**

A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.

B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.

C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By B. J. Moran
Chairperson

Attest:

Linda B. B. B.
Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

<u>Psychiatric Service</u>	<u>Cost</u>
Initial Evaluation with Independent Contractor's Psychiatrist	\$300.00 per hour
Follow-up visit with Independent Contractor's Psychiatrist	\$105.00 per follow up visit for Referred Patients not attending with a parent and/or guardian
	\$140.00 per follow up visit for a minor or disabled Referred Patient attending with a parent and/or guardian
Prescription Refill Clinic Visit	\$25.00 per Clinic visit

In the event a Referred Patient misses an appointment with Independent Contractor and fails to cancel said appointment at least 24 hours before the scheduled appointment, the Independent Contractor may bill said Referred Patient an amount not to exceed \$55.00. However, in no event shall the Township be liable for paying any fees and/or charges attributable to any missed appointments.



ALEXIAN
BROTHERS
Behavioral Health Hospital

To: Susan Alborell, Hanover Township
From: Gary Deen
CC: Heidi Wzientek
Date: September 11, 2012
Re: UPDATED FEE SCHEDULE FOR ABBHH SERVICES

Please find the updated fee schedule for services provided at ABBHH Outpatient Group Practice that will take effect April 1, 2013 (Hanover Township budget year)

CPT Code	Psychiatrist	
	Old Rates	New Rates
90801-initial evaluation with Psychiatrist	\$270.00	\$300.00
90805- f/u with Psychiatrist (patient and parent and/or guardian)	\$130.00	\$140.00
90862- f/u with psychiatrist (patient only)	\$100.00	\$105.00
Refill clinic	\$20.00	\$25.00

Please let me know if you have any questions.

**Contract for Services
FY 2013/2014**

This Contract made this 1st day of April, 2013 by and between Hanover Township ("Hanover Township" or the "Township") and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the "Mental Health Board"), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 22, 2013, recommended the allocation of a sum not to exceed \$50,000 to be paid to the Hanover Township in consideration of the provision of Clinical Interventionist.
- B. Hanover Township has adopted its 2013/2014 Budget and Appropriation Ordinance appropriating said \$50,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the Quarterly Voucher for Payment (Attachment A-1). The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents on a form substantially similar to the Quarterly Voucher for Payment form (Attachment A-1).
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

grants through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided as a grant to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
- 4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 - 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 - 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 - 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

<p>Hanover Township Mental Health Board 250 South Route 59 Bartlett, Illinois 60103 Attention: Chairperson</p>	<p>Hanover Township 250 South Route 59 Bartlett, Illinois 60103 Attention: Supervisor</p>
---	--
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By 
Chairperson

Attest:


Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Reimbursement Rates

Hanover Township Youth and Family Services

Program: Clinical Interventionist

Grant Total: \$50,000

Quarterly Grant Disbursements	Amount
04/01/2013 – 06/30/2013	\$12,500
07/01/2013 – 09/30/2013	\$12,500
10/01/2013 – 12/31/2013	\$12,500
01/01/2014 – 03/31/2014	\$12,500

Attachment A-1

Quarterly Voucher for Payment

Agency: Hanover Township Youth and Family Services

Address: 240 S. Route 59
Bartlett, IL 60103

Program: 505-**** Clinical Interventionist

Period: Jan 1 - Mar 31, 2014 2013

Quarterly Grant Amount: \$12,500

**Projected Number of New
(Unduplicated) Clients for the
Quarter:** 10

Status: Approved

Please describe program activities for the report quarter:

In this section, DO NOT list a general description of your program. This section is to report on activities occurring in the report quarter and upcoming events that might interest the MHB

