



**BOARD ACTION REQUEST FORM**

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**SECTION 1: PURPOSE**

The BOARD ACTION REQUEST FORM is designed to 1) enhance the orderly and efficient conduct of Committee and Board meetings; 2) serve as prior notice to all interested parties; 3) aid the Committee Chairs in meeting preparation; 4) provide the Departments with a mechanism for formal communication with the Board; and 5) aid in the creation of the official record of the meeting.

To request an item be added to a committee agenda, submit the completed FORM and all supporting documentation to the applicable Committee Chair for consideration at least 5 days prior to the meeting date/time.

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**SECTION 2: OVERVIEW**

**Subject:** \_\_\_\_\_ **Requested by:** \_\_\_\_\_

**To Committee(s):** \_\_\_\_\_ **Meeting Date(s)** \_\_\_\_\_

**Action Requested (Select One):**      **Motion**              **Resolution**              **Ordinance**              **Contract Approval**

**Executive Session**     **YES**     **NO**    **5 ILCS 120/2(c) Exception:** \_\_\_\_\_

**Requestor's Recommended Action:**

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**SECTION 3: PROPOSAL**

*Describe the action requested, including relevant background information, applicable statutory references, potential impact to the County and/or any other departments, and the proposed implementation timeline. Attach additional pages if needed.*

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**SECTION 4: FINANCIAL IMPACT**

*Provide specific financial details including revenue or expenses associated with the request and if this is a one-time or recurring expense. If this is an unanticipated (unbudgeted) expense, explain the catalyst for the request. Attach relevant documents such as revenue/expense projections or vendor bids/quotes.*

**Budgetary Status (check all that apply):**              **Cost of Proposed Action:** \_\_\_\_\_

\_\_\_\_ This action has no budgetary implications.

\_\_\_\_ Funds are available in this FY budget. Line-item Description/Number \_\_\_\_\_

\_\_\_\_ Funds are not budgeted in this FY. Proposed funding source: \_\_\_\_\_

\_\_\_\_ If approved, funds will be requested for this action in next year's budget.

\_\_\_\_ This action will bring in additional revenue of \$\_\_\_\_\_ Line-item \_\_\_\_\_

\_\_\_\_ This action will reduce expenditures and/or be budget neutral.

# APPLICATION AND CERTIFICATE FOR PAYMENT

To (OWNER) Lee County  
112 E. Second St  
Dixon, IL 61021

Project Courthouse 2024  
112 E. Second St  
Dixon, IL 61021

Application No 2  
Invoice No 85  
Period To 3/31/2024

From Allied Facility Partners LLC  
2413 W Algonquin Rd  
Suite 415  
Algonquin, IL 60102

Via (Architect)

Construction Manager's Project No ILLEE24-1

Contract Date

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Approved previous months	0 00	0 00
Approved this month	0 00	0 00
TOTALS	0 00	0 00
Net change by change orders	0 00	

1 ORIGINAL CONTRACT SUM	\$	3,811,867 30
2 Net change by Change Orders	\$	0 00
3 CONTRACT SUM TO DATE (LINE 1+/-2)	\$	3,811,867 30
4 TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet)	\$	885,697 20
5 RETAINAGE	\$	44,284 90
6 TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5)	\$	841,412 30
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	381,186 74
8 SALES TAX	\$	0 00
9 CURRENT PAYMENT DUE	\$	460,225 58
10 BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	\$	2,970,455 00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payment received from the Owner, and that current payment shown herein is now due

CONTRACTOR Allied Facility Partners, LLC

By Yang McMahon, CEO Date 04/03/2024

State of Illinois County of Lake County  
Subscribed and sworn to before me this 3rd day of April, 2024

Notary Public Nicole Strauch  
My Commission expires 08/08/2027

By Nicole Strauch



Current Payment Due:

460,225.58

**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached

Application Number: 2  
 Application Date: 4/3/2024  
 Period To: 3/31/2024  
 Architect's Project No: ILLEE24-1

A	B	C	D	E	F	G		H	I
ITEM NO	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK BILLED FROM PREV APPLICATION (D+E+F)	WORK BILLED THIS PERIOD	MATERIALS STORED THIS PERIOD	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
<b>PreCon, Mobil, Post M&amp;V</b>									
0 0100	Preconstruction Development	62,250	6,225	56,025	0	62,250	100	0	3,113
0 0300	Incentives	0	0	0	0	0	---	0	0
0 0330	Legal Review	4,035	403	3,631	0	4,035	100	0	202
0 0400	Measurement & Verification	10,606	1,061	0	0	1,061	10	9,545	53
0 0600	Grants & Rebates	6,571	657	5,914	0	6,571	100	0	329
		<b>83,461</b>	<b>8,348</b>	<b>65,570</b>	<b>0</b>	<b>73,916</b>	<b>89</b>	<b>9,545</b>	<b>3,696</b>

<b>General Requirements</b>									
1 0016	Mechanical Engineer	28,743	2,874	25,869	0	28,743	100	0	1,437
1 0017	Electrical Engineer	0	0	0	0	0	---	0	0
1 0018	Structural Engineer	0	0	0	0	0	---	0	0
1 0110	Insurance	55,334	6,533	49,800	0	55,334	100	0	2,767
1 0130	Blue Prints	0	0	0	0	0	---	0	0
1 0131	Misc Printing & Mailing	0	0	0	0	0	---	0	0
1 0150	Safety Materials	1,729	173	0	0	173	10	1,556	9
1 0170	PM Software	0	0	0	0	0	---	0	0
1 0171	Bid Software	0	0	0	0	0	---	0	0
1 0180	Administration	25,361	2,538	0	0	2,536	10	22,825	127

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1 0190	Project Manager	193,667	19,367	38,733	0	58,100	30	135,567	2,905
1 0191	Site Superintendent	0	0	0	0	0	...	0	0
1 0192	Travel Expense	0	0	0	0	0	...	0	0
1 0193	Customer Meals	0	0	0	0	0	...	0	0
1 0194	Tools & Supplies	0	0	0	0	0	...	0	0
1 0210	Risk Contingencies	187,183	18,718	0	0	18,718	10	168,464	936
1 4123	Permits and Fees	0	0	0	0	0	...	0	0
1 4523	Testing & Inspection Services	0	0	0	0	0	...	0	0
1 5100	Temporary Utilities	0	0	0	0	0	...	0	0
1 5213	Field Offices	0	0	0	0	0	...	0	0
1 5214	Field Office Equipment	0	0	0	0	0	...	0	0
1 5219	Temporary Toilets	2,219	222	1,997	0	2,219	100	0	111
1 5513	Temporary Access Roads	0	0	0	0	0	...	0	0
1 5626	Temporary Fencing	0	0	0	0	0	...	0	0
1 5633	Security Barrier / Partition	0	0	0	0	0	...	0	0
1 5713	Temporary Erosion Control Silt	0	0	0	0	0	...	0	0
1 5813	Project Signage	0	0	0	0	0	...	0	0
1 7413	Progress Cleaning	8,646	865	0	0	865	10	7,781	43

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1 7419	Dumpsters	7,493	749	0	0	749	10	6,744	37
1 7423	Final Cleaning	0	0	0	0	0	...	0	0
1 7833	Bonds	69,167	6,917	62,250	0	69,167	100	0	3,458
1 7836	Warranties	69,167	6,917	0	0	6,917	10	62,250	346
1 7900	Demonstration & Training	0	0	0	0	0	...	0	0
		<b>648,708</b>	<b>64,871</b>	<b>178,850</b>	<b>0</b>	<b>243,520</b>	<b>38</b>	<b>405,188</b>	<b>12,176</b>

**Wood, Plastics, and Composites**

6 1053	Misc Rough Carpentry	16,574	1,657	0	0	1,657	10	14,916	83
		<b>16,574</b>	<b>1,657</b>	<b>0</b>	<b>0</b>	<b>1,657</b>	<b>10</b>	<b>14,916</b>	<b>83</b>
20	Group Owner Allowances	0	0	0	0	0	...	0	0

**HVAC**

23 020 0	HVAC System	2,492,311	249,231	249,231	0	498,462	20	1,993,848	24,923
		<b>2,492,311</b>	<b>249,231</b>	<b>249,231</b>	<b>0</b>	<b>498,462</b>	<b>20</b>	<b>1,993,848</b>	<b>24,923</b>

**Integrated Automation**

25 550 0	Automation Control of HVAC	221,421	22,142	0	0	22,142	10	199,279	1,107
		<b>221,421</b>	<b>22,142</b>	<b>0</b>	<b>0</b>	<b>22,142</b>	<b>10</b>	<b>199,279</b>	<b>1,107</b>

**Electrical**

26 100 0	Medium Voltage Electrical	238,795	23,879	0	0	23,879	10	214,915	1,194
26 290 0	Low Voltage Automation	110,598	11,060	11,060	0	22,120	20	88,478	1,108

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		349,393	34,939	11,060	0	45,999	13	303,394	2,300
		3,811,867	381,187	504,510	0	885,697	23	2,926,170	44,285