



**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: \$2,058,587.68**

\_\_\_\_ 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: 3  
Invoice No: 102  
Period To: 5/31/2024

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
<b>TOTALS</b>	<b>0.00</b>	<b>0.00</b>
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)	\$	3,152,104.82
5. RETAINAGE	\$	157,605.26
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5)	\$	2,994,499.56
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	841,412.30
8. SALES TAX	\$	0.00
9. CURRENT PAYMENT DUE	\$	2,153,087.26
10. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	\$	817,367.74

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.

State of: Illinois County of: Lake County  
Subscribed and sworn to before me this 31st day of May, 2024

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

By: Nicole Strauch

CONTRACTOR: Allied Facility Partners, LLC

By: Yang McMahon, CEO Date: 5/31/2024



**Current Payment Due:**

**2,153,087.26**

**CONTINUATION SHEET**

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

Application Number: 3  
 Application Date: 5/31/2024  
 Period To: 5/31/2024  
 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

**PreCon, Mobil, Post M&V**

0.0100	Preconstruction Development	62,250	62,250	0	0	62,250	100	0	3,113
0.0300	Incentives	0	0	0	0	0	---	0	0
0.0330	Legal Review	4,035	4,035	0	0	4,035	100	0	202
0.0400	Measurement & Verification	10,606	1,061	7,000	0	8,060	76	2,545	403
0.0600	Grants & Rebates	6,571	6,571	0	0	6,571	100	0	329
		<b>83,461</b>	<b>73,916</b>	<b>7,000</b>	<b>0</b>	<b>80,916</b>	<b>97</b>	<b>2,545</b>	<b>4,046</b>

**General Requirements**

1.0016	Mechanical Engineer	28,743	28,743	0	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	55,334	0	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	1,141	0	1,314	76	415	66
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	2,536	16,738	0	19,274	76	6,087	964

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1.0190	Project Manager	193,667	58,100	89,087	0	147,187	76	46,480	7,359
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	123,540	0	142,259	76	44,924	7,113
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	2,219	0	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	69,167	0	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>243,520</b>	<b>230,507</b>	<b>0</b>	<b>474,027</b>	<b>73</b>	<b>174,681</b>	<b>23,701</b>

**Wood, Plastics, and Composites**

6.1053	Misc Rough Carpentry	16,574	1,657	10,939	0	12,596	76	3,978	630
		<b>16,574</b>	<b>1,657</b>	<b>10,939</b>	<b>0</b>	<b>12,596</b>	<b>76</b>	<b>3,978</b>	<b>630</b>
20	Group: Owner Allowances	0	0	0	0	0	***	0	0

**HVAC**

23.020 0	HVAC System	2,492,311	498,462	1,819,387	0	2,317,849	93	174,462	115,892
		<b>2,492,311</b>	<b>498,462</b>	<b>1,819,387</b>	<b>0</b>	<b>2,317,849</b>	<b>93</b>	<b>174,462</b>	<b>115,892</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	143,277	0	167,156	70	71,638	8,358
26.290 0	Low-Voltage Automation	110,598	22,120	55,299	0	77,418	70	33,179	3,871

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		349,393	45,999	198,576	0	244,575	70	104,818	12,229
		3,811,867	885,697	2,266,408	0	3,152,105	83	659,762	157,605