VILLAGE OF
LINCOLNSHIRE

AGENDA
VILLAGE BOARD MEETING
Village Hall - Board Room
Monday, September 8, 2025
6:00 p.m. (Time Change)

CALL TO ORDER

1.0 ROLL CALL

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report
3.2 Village Clerk's Report
3.3 Village Treasurer's Report
3.4 Village Manager's Report

4.0 PAYMENT OF BILLS

4.01 Bills Presented for Payment on September 8, 2025, in the Amount of $559,651.81

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on non-agenda items only)

6.0 CONSENT AGENDA

Items on the Consent Agenda will be approved by one motion. If a Trustee wishes to discuss any item, it will be pulled from the Consent Agenda and discussed under "Unfinished Business".

6.01 Approval of August 25, 2025, Regular Village Board Meeting Minutes

6.02 Approval of August 25, 2025, Committee of the Whole Meeting Minutes

6.03 Approval of Professional Services Agreement with Willdan – Building Plan Review & Inspection Services (Village of Lincolnshire)

6.04 Approval of Professional Services Agreement with HR Green – Structural Engineering Plan Review & Inspection Services (Village of Lincolnshire)

6.05 Approval of Professional Services Agreement with Citywide Elevator Inspection Services, Inc. – Elevator Plan Review & Inspection Services (Village of Lincolnshire)

6.06 Approval of a Resolution Authorizing the Extended Term of the Municipal Insurance Cooperative Agency Insurance Pool and Approving its Amended By-Laws (Village of Lincolnshire)

6.07 Approval of an Ordinance Amending the Lincolnshire Village Code Title 1 (Administration), Chapter 17 (Comprehensive Fine/Penalty Schedule) and

Title 3 (Business & License Regulations), Chapter 14 (Tobacco and Alternative Nicotine Retailers) (Village of Lincolnshire)

6.08 Approval of an Ordinance Amending the Lincolnshire Village Code Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule); Title 1 (Administration), Chapter 17 (Comprehensive Fine/Penalty Schedule); and Title 3 (Business & License Regulations), Chapter 3 (Liquor Control) (Village of Lincolnshire)

7.0 **ITEMS OF GENERAL BUSINESS**

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

7.21 Approval of a Professional Services Agreement with GoTo Connect to Implement and Provide Voice-over-Internet-Protocol Services (Village of Lincolnshire)

7.3 Public Works

7.31 Ratification of a Proposal from Western Specialty Contractors, for Supplemental Work for the Public Works Floor Coating project at a Cost not to Exceed $10,880 (Village of Lincolnshire)

7.4 Police

7.5 Parks and Recreation

7.6 Judiciary and Personnel

8.0 REPORTS OF SPECIAL COMMITTEES

9.0 UNFINISHED BUSINESS

10.0 NEW BUSINESS

11.0 EXECUTIVE SESSION

12.0 ADJOURNMENT

PUBLIC PARTICIPATION OPTIONS

- **View/Listen**
  - Watch live on Cable Channel 10.
  - Watch live on the Village Facebook page (https://www.facebook.com/VillageofLincolnshire).
- **Public Comment – Items Not Requiring a Public Hearing**
  - Participants may provide public comment per the Village Board's Rules for Public Comment which can be found on the Village website on the "Transparency" webpage.

Reasonable accommodations/auxiliary aids will be provided to enable people with disabilities to effectively participate in any public meetings of the Board. Please contact the Village Administrative Office (847-883-8600) 48 hours in advance if you need special accommodations to attend. Regular Village Board meetings will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so.

VILLAGE OF
LINCOLNSHIRE

AGENDA ITEM 4.1

BILLS PRESENTED FOR PAYMENT
09/08/2025

General Fund	$	75,530.99
Water & Sewer Fund	$	289,266.81
Motor Fuel Tax		
Water & Sewer Improvement Fund	$	8,804.62
Fraud, Alcohol, Drug Enforcement		
Vehicle Maintenance Fund	$	3,722.89
Park Development Fund		
Sedgebrook SSA		
Storm Sewer Operating Fund	$	11.14
Storm Sewer Improvement Fund	$	5,199.62
General Capital Fund	$	177,115.74
Grand Total	$	559,651.81

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Brad Burke, Village Manager

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
INVOICE DUE DATES 08/26/2025 - 09/08/2025
JOURNALIZED
BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: AEREX PEST CONTROL SERVICES, INC.		
2640094	Pest Control Services - North Park Mainte	65.00
	TOTAL VENDOR AEREX PEST CONTROL SERVICE	65.00
VENDOR NAME: AL WARREN OIL COMPANY INC.		
W1772967	Diesel Fuel (1,020 Gallons)	3,134.25
	TOTAL VENDOR AL WARREN OIL COMPANY INC.	3,134.25
VENDOR NAME: ALSTON CONSTRUCTION COMPANY		
B25-0003DC	BD Bond Refund_15730 Aptakisic Rd_B25	5,000.00
	TOTAL VENDOR ALSTON CONSTRUCTION COMP	5,000.00
VENDOR NAME: AMAZON CAPITAL SERVICES, INC.		
1Y41-DKY3-DHT7	Safety Rope and Tire Pressure Gauge	49.57
1KRV-GQC4-DKGC	Exhaust Clamp and Exhaust Pipe	41.49
14Q6-9MHC-9H3F	Circuit Tester, Spark Plug Tester, Lights, V	167.78
1WQL-G4R3-JDRY	Zip Ties	35.14
163D-PQJJ-PWQF	(6) Boxes Copy Paper	273.78
1G4J-WK6C-1LYQ	1 - KAER 12-14 Gun Safe	142.49
1CGQ-FR7L-44HX	High Load 28" Copy Macro Stand w/Quick	246.94
1H71-T7M3-34X7	7 - AR-15 Rifle Cleaning Kits	76.92
1FYT-FJGM-FF4D	WSR Hatch Sensors	338.02
1LX3-MXJD-3QGP	Wireless Mouse, Soap Dispenser, Wall Clo	49.45
1R6Q-69KT-3C1P	SanDisk 2TB Portable SSD	147.97
	TOTAL VENDOR AMAZON CAPITAL SERVICES, IN	1,569.55
VENDOR NAME: AMERICAN WATER WORKS		
SO240890	AWWA Membership - Mueller 9-1-25 to 8-	264.00
	TOTAL VENDOR AMERICAN WATER WORKS	264.00
VENDOR NAME: ARLINGTON HEIGHTS FORD		
165865H	(2) Rotors and Brake Pads for Truck# 231	308.96
165765H	TPMS Sensor for Squad# 2102	62.71
	TOTAL VENDOR ARLINGTON HEIGHTS FORD	371.67
VENDOR NAME: ARTHUR CLESEN, INC.		
26586-00	Round-Up for Village Parks	711.38
	TOTAL VENDOR ARTHUR CLESEN, INC.	711.38
VENDOR NAME: BADGER METER		
80208461	Water Meter Mobile Readings - August 20	170.36
	TOTAL VENDOR BADGER METER	170.36
VENDOR NAME: BAKER & SON CO		
52475	Asphalt for Windsor and Whitby	123.48
	TOTAL VENDOR BAKER & SON CO	123.48
VENDOR NAME: BAXTER & WOODMAN INC.		
0275808	2025 Road Program Phase III Engineerin	2,996.51
	TOTAL VENDOR BAXTER & WOODMAN INC.	2,996.51
VENDOR NAME: BENISTAR		
09012025	Septmeber 2025 O65 Medical Premiums	2,549.84
	TOTAL VENDOR BENISTAR	2,549.84
VENDOR NAME: BLACKBURN MANUFACTURING CO.		
0012379	Locating Paint	1,526.31

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: BLACKBURN MANUFACTURING CO.		
	TOTAL VENDOR BLACKBURN MANUFACTURING C	1,526.31
VENDOR NAME: BRUCE & SUSAN ENTERPRISES		
121106-41	2 Farrington - Farrington Dog Fence Dam	137.50
	TOTAL VENDOR BRUCE & SUSAN ENTERPRISES	137.50
VENDOR NAME: BUFFALO GROVE VILLAG		
2025-00000014	Replacement Asphalt Sign	55.00
	TOTAL VENDOR BUFFALO GROVE VILLAG	55.00
VENDOR NAME: BURRIS EQUIPMENT CO.		
RC1030322-1	Generator Rental - Summer in the Shire (	427.50
	TOTAL VENDOR BURRIS EQUIPMENT CO.	427.50
VENDOR NAME: CAHILL HEATING INC.		
43942882	Public Works HVAC Coil Cleaning	1,200.00
	TOTAL VENDOR CAHILL HEATING INC.	1,200.00
VENDOR NAME: CECYLIA WSZOLEK		
08202025	PWX 2025 Parking and Mileage Reimburs	235.56
	TOTAL VENDOR CECYLIA WSZOLEK	235.56
VENDOR NAME: CINTAS CORPORATION #47P		
4240809755	Floor Mat Rental & Microfiber Cloths - Vill	245.89
4240809371	Floor Mat Rental - Public Works	110.86
	TOTAL VENDOR CINTAS CORPORATION #47P	356.75
VENDOR NAME: CITY ESCAPE GARDEN & DESIGN LLC		
14872	Village Landscape Pruning and Trimming -	1,080.00
14871	Watering for Farrington Swale (Twice Wee	3,600.00
	TOTAL VENDOR CITY ESCAPE GARDEN & DESIG	4,680.00
VENDOR NAME: COMCAST		
0211389 0828-09	Aug 28 - Sep 27, 2025 PW Internet - 205	166.85
	TOTAL VENDOR COMCAST	166.85
VENDOR NAME: COMED		
2442218000-07-2	Electric for Old Mill Liftstation 7-8-25 to 8	103.69
9461536000-07-2	Electric for Rate 25 Street Lighting 7-8-2	301.48
	TOTAL VENDOR COMED	405.17
VENDOR NAME: CONCENTRIC INTEGRATION, LLC		
0275806	Transducer Failure - WSR Suction Well	3,234.00
	TOTAL VENDOR CONCENTRIC INTEGRATION, LL	3,234.00
VENDOR NAME: CONNEXION		
S2101889.001	Bulbs for Creekside	246.24
S2097778.001	HID Street Light Bulb	233.52
	TOTAL VENDOR CONNEXION	479.76
VENDOR NAME: CONSERV FS, INC.		
65200208	Paint for Athletic Fields	980.00
65200209	Seed for Athletic Fields	960.00
65200211	Turface for Infields at North Park	956.00
65200384	Fence Poles for Outfield Fences at North P	987.74
65200569	Nets for Soccer Goals	619.98

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: CONSERV FS, INC.		
	TOTAL VENDOR CONSERV FS, INC.	4,503.72
VENDOR NAME: CONSTELLATION NEWENERGY, INC.		
71268275001	Electric Supply for SLP 7-7-25 to 8-5-25	117.46
71267650001	Electric Supply for ESR 7-7-25 to 8-5-25	5,706.10
71277649801	Electric Supply for North Park 7-8-25 to 8	2,693.30
71268261301	Electric Supply for WSR 7-7-25 to 8-5-25	3,302.04
71268280701	Electric Supply for Londonderry Liftstation	313.83
	TOTAL VENDOR CONSTELLATION NEWENERGY, I	12,132.73
VENDOR NAME: DITTRICH WALTER		
080825-08092025	PWX Conference Parking, Train, & Mileage	84.21
	TOTAL VENDOR DITTRICH WALTER	84.21
VENDOR NAME: ECO CLEAN MAINTENANCE, INC.		
14029	Janitorial Services 7-1-25 to 7-31-25	3,326.67
14131	Janitorial Services 8-1-25 to 8-31-25	3,326.67
	TOTAL VENDOR ECO CLEAN MAINTENANCE, INC.	6,653.34
VENDOR NAME: ELEVATOR INSPECTION SERVICES		
EIS129564	Plan Review and Inspection_300 TriState	240.00
EIS131220	2025 Elevator Reinspections_2@$17	34.00
331761	2025 Elevator Reinspections_17@$17	289.00
	TOTAL VENDOR ELEVATOR INSPECTION SERVIC	563.00
VENDOR NAME: ENGINEERING RESOURCE ASSOCIATES INC		
W2512000-.02	Spring Lake Park Basin Reconstruction Ph	2,984.72
	TOTAL VENDOR ENGINEERING RESOURCE ASSO	2,984.72
VENDOR NAME: FEDEX		
8-969-52043	Shipping Cost for Lead and Copper Testiin	34.16
8-961-29984	DBP Samples - Shipping Cost to Springfie	25.07
	TOTAL VENDOR FEDEX	59.23
VENDOR NAME: GEWALT HAMILTON ASSOCIATES		
5764.401-11	Farrington Swale Landscape Layout - Prof	555.00
	TOTAL VENDOR GEWALT HAMILTON ASSOCIATE	555.00
VENDOR NAME: GLOBAL INDUSTRIAL		
123551420	Public Works Safety Vests	155.95
	TOTAL VENDOR GLOBAL INDUSTRIAL	155.95
VENDOR NAME: GRAINGER, INC.		
9622254804	Refund - Pressure Water Hose	(125.67)
9612380940	Handicap Stencil for Parking Spots on Pav	183.20
9615058493	Pressure Washer Wheel for PW Floor Proj	764.10
9614438480	Leaking Air Hose Replacement for PW Flo	69.80
	TOTAL VENDOR GRAINGER, INC.	891.43
VENDOR NAME: HIGH STAR TRAFFIC		
NWMC/SPC 229	Thermo Work throughoutVillage	1,399.14
	TOTAL VENDOR HIGH STAR TRAFFIC	1,399.14
VENDOR NAME: HIGHLAND PARK, CITY OF		
009297-09-25	08/2025 Water Purchase 15568 Cuft Metr	59,952.37
009348-09-25	08/2025 Water Purchase 43199 Cuft Metr	166,359.35

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: HIGHLAND PARK, CITY OF		
	TOTAL VENDOR HIGHLAND PARK, CITY OF	226,311.72
VENDOR NAME: HR GREEN, INC.		
191294	Bicentennial Drainage Improvements - Ph	907.12
	TOTAL VENDOR HR GREEN, INC.	907.12
VENDOR NAME: ILLINOIS ROOF CONSULTING ASSOC INC.		
27167	North Park Roof Replacement Bid Specs	5,018.00
	TOTAL VENDOR ILLINOIS ROOF CONSULTING AS	5,018.00
VENDOR NAME: ILLINOIS STATE POLICE - B OF I		
20250706470	Fingerprinting for 12 Solicitor Permits	324.00
	TOTAL VENDOR ILLINOIS STATE POLICE - B OF I	324.00
VENDOR NAME: INTERDEV, LLC		
MSP-1050571	August 2025 IT Services	17,674.30
	TOTAL VENDOR INTERDEV, LLC	17,674.30
VENDOR NAME: KINNUCAN COMPANY		
415494	Dead Tree Removal - 17 Windsor Dr	1,615.00
415372	Dead Tree Removals along N/S Bike Path	2,635.00
415472	Tree Removals and Stump Grindings - 76	1,785.00
415476	Storm Damage Tree Clean-Up and Dead T	1,615.00
415366	Dead/Hazardous Tree Removals - 58 Oak	3,272.50
	TOTAL VENDOR KINNUCAN COMPANY	10,922.50
VENDOR NAME: KOLENO NICOLE		
08-22-2025	08/22/25 Employee Picnic Food Reimburs	235.93
	TOTAL VENDOR KOLENO NICOLE	235.93
VENDOR NAME: LAKE COUNTY ILLINOIS CONV & VIS BUR		
3215	Visit Lake County Membership_Culver's,	525.00
	TOTAL VENDOR LAKE COUNTY ILLINOIS CONV &	525.00
VENDOR NAME: LAKE COUNTY PARTNERS		
2025	2025 Investment	1,746.80
	TOTAL VENDOR LAKE COUNTY PARTNERS	1,746.80
VENDOR NAME: LEONAS, JOSEPH		
081325-081525	Hotel & Meal Reimbursement ILACP Midw	364.52
	TOTAL VENDOR LEONAS, JOSEPH	364.52
VENDOR NAME: LINCOLNSHIRE RIVERWOODS FPD		
11960	Plan Review_200 Schelter Road_P24-029	464.00
12005	Plan Review_450 Barclay Blvd_P24-0028	619.80
12001	Plan Review_275 Parkway Dr Suite 215_P	416.00
12002	Plan Review_625 Heathrow Drive LOT 2_	416.00
	TOTAL VENDOR LINCOLNSHIRE RIVERWOODS F	1,915.80
VENDOR NAME: LINCOLNSHIRE VILLAGE-PETTY CASH		
09082025	09/08/25 Petty Cash Reimbursements	110.60
	TOTAL VENDOR LINCOLNSHIRE VILLAGE-PETTY	110.60
VENDOR NAME: LINGO		
34551488	ESR Phone Services - August 2025	177.73

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: LINGO		
	TOTAL VENDOR LINGO	177.73
VENDOR NAME: LONG GROVE FIRE PROTECTION DISTRICT		
06-25	Plan Review_612 Schelter Road_P25-004	2,284.59
07-25	Plan Review_625 Schelter Road_P25-004	2,016.83
	TOTAL VENDOR LONG GROVE FIRE PROTECTION	4,301.42
VENDOR NAME: MADISON NATIONAL LIFE INS CO, INC.		
1707911	08 2025 Life Insurance Premiums	1,642.21
	TOTAL VENDOR MADISON NATIONAL LIFE INS C	1,642.21
VENDOR NAME: MGN LOCK-KEY & SAFES		
6311012	Replacement Keys for Village Hall	33.00
	TOTAL VENDOR MGN LOCK-KEY & SAFES	33.00
VENDOR NAME: MICHAEL MERANDA JR.		
252908	08/25/25 RVB/COW Meetings	145.00
	TOTAL VENDOR MICHAEL MERANDA JR.	145.00
VENDOR NAME: MID AMERICAN WATER OF WAUCONDA INC.		
284310W	Hydrant Parts and 8" DIP - Valve Box, Bol	14,318.62
	TOTAL VENDOR MID AMERICAN WATER OF WAU	14,318.62
VENDOR NAME: MIDWEST METER INC.		
0180633	Water Meter Stock - (12) M35	4,930.98
0180559	612 & 625 Schelter Water Meters (3")	7,678.98
	TOTAL VENDOR MIDWEST METER INC.	12,609.96
VENDOR NAME: MQ PAINTING		
08182025	CED Office Paint Job - Walls, Ceiling, & Tri	950.00
	TOTAL VENDOR MQ PAINTING	950.00
VENDOR NAME: MUNICIPAL GIS PARTNERS, INC.		
8421	August 2025 M365 Shared Services	1,850.00
	TOTAL VENDOR MUNICIPAL GIS PARTNERS, INC.	1,850.00
VENDOR NAME: MUNICIPAL INSURANCE COOP AGENCY		
250712	Deductible Knightsbridge Light Pole Dama	4,088.22
	TOTAL VENDOR MUNICIPAL INSURANCE COOP A	4,088.22
VENDOR NAME: NATIONAL NOTARY ASSOCIATION		
2104603	J. Zange Notary Training & Exam	59.00
	TOTAL VENDOR NATIONAL NOTARY ASSOCIATIO	59.00
VENDOR NAME: NATIONAL PEN CO.		
114286841	250 Design Wrap Contour Pens	170.94
114291763	100 Engraved Monochrome Diamond Styl	223.79
	TOTAL VENDOR NATIONAL PEN CO.	394.73
VENDOR NAME: NORTH SHORE GAS		
0606253075-01-0	Gas for Well #3 Gas Service 7-15-25 to 8	44.63
0603028481-01-0	Gas for North Park Building 7-15-25 to 8-	44.63
0604290016-04-0	Gas for Fallstone Liftstation 7-15-25 to 8-	46.93
0606017125-01-0	Gas for 24400 Riverwoods 7-15-25 to 8-1	44.70
0604290016-05-0	Gas for 207A Northampton 7-15-25 to 8-	47.67
0603028481-02-0	Gas for North Park Concession 7-15-25 to	46.60

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: NORTH SHORE GAS		
0604290016-01-0	Gas for Old Mill Liftstation 7-15-25 to 8-1	44.63
0604290016-03-0	Gas for Farrington Liftstation 7-15-25 to	44.63
0604290016-02-0	Gas for Westwood Liftstation 7-15-25 to	47.60
	TOTAL VENDOR NORTH SHORE GAS	412.02
VENDOR NAME: NORTHSHORE UNIVERSITY HEALTHSYSTEM		
2nd Qtr 2025	18th of 20 Qrtly Settlement Payments	4,641.05
3rd Qtr 2025	19th of 20 Qrtly Settlement Payments	4,641.05
	TOTAL VENDOR NORTHSHORE UNIVERSITY HEA	9,282.10
VENDOR NAME: NORTHWESTERN UNIVERSITY		
29221	Supervision of Police Personnel - Ofc. M.	1,100.00
	TOTAL VENDOR NORTHWESTERN UNIVERSITY	1,100.00
VENDOR NAME: NWBOCA		
2025	2025 NWBOCA Membership_Latham	50.00
	TOTAL VENDOR NWBOCA	50.00
VENDOR NAME: O'HERRON CO INC		
2430562	(3) 5.11 Stryke Uniform Pants - K. Covelli	264.88
2430397	Patch Removal & Sewing CSO Rocker Patc	12.00
	TOTAL VENDOR O'HERRON CO INC	276.88
VENDOR NAME: PADDOCK PUBLICATIONS, INC.		
347682	Daily Herald_Public Hearing Notice_Issue	57.50
	TOTAL VENDOR PADDOCK PUBLICATIONS, INC.	57.50
VENDOR NAME: PROMOS 911 INC.		
12519	Coloring Book Assortment for Promotional	536.74
	TOTAL VENDOR PROMOS 911 INC.	536.74
VENDOR NAME: QUILL CORPORATION		
45366064	Sheet protectors	4.24
45387674	PD 512GB USB	50.78
	TOTAL VENDOR QUILL CORPORATION	55.02
VENDOR NAME: RINGCENTRAL, INC.		
CD_001205926	September 2025 Telephone Service	1,861.73
	TOTAL VENDOR RINGCENTRAL, INC.	1,861.73
VENDOR NAME: RIVERWOODS VILLAGE OF		
08282025	Annual Riverwoods Sanitary Sewer Trans	7,783.97
	TOTAL VENDOR RIVERWOODS VILLAGE OF	7,783.97
VENDOR NAME: SCHROEDER ASPHALT SERVICES, INC.		
2025-293	2025 Road Resurfacing 0 Brookwood, Whi	154,239.44
	TOTAL VENDOR SCHROEDER ASPHALT SERVICE	154,239.44
VENDOR NAME: STRAND ASSOCIATES, INC.		
0228696	WSR/ESR Facility Assessment 7-1-25 to 7	8,804.62
	TOTAL VENDOR STRAND ASSOCIATES, INC.	8,804.62
VENDOR NAME: SUBURBAN ACCENTS, INC.		
36906	Graphics & Lettering on #2511, VIN C337	750.00
	TOTAL VENDOR SUBURBAN ACCENTS, INC.	750.00

CUSTOM INVOICE REPORT FOR VILLAGE OF LINCOLNSHIRE
INVOICE DUE DATES 08/26/2025 - 09/08/2025
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: THE BLUE LINE		
48047	Lateral & Entry Level Police Officer Recrui	447.00
TOTAL VENDOR THE BLUE LINE		447.00
VENDOR NAME: THE STEVENS GROUP		
0243243	S. Latham & M. Geib Business Cards	194.42
TOTAL VENDOR THE STEVENS GROUP		194.42
VENDOR NAME: TIDE CLEANERS		
07-323089	Fleet Uniform Garment Cleaning 7-24-25	9.98
08-321819	Fleet Uniform Garment Cleaning 08-15-2	9.98
07-324061	Utilities Uniform Garment Cleaning 7-31-	9.98
07-323632	Fleet Uniform Garment Cleaning 7-29-25	16.97
TOTAL VENDOR TIDE CLEANERS		46.91
VENDOR NAME: TKG ENVIRONMENTAL SERVICES GROUPLLC		
22245	4th Village Wide Street Sweep	3,096.27
TOTAL VENDOR TKG ENVIRONMENTAL SERVICE		3,096.27
VENDOR NAME: ULINE		
196440221	Janitorial Supplies and Paper Goods - Soa	524.40
TOTAL VENDOR ULINE		524.40
VENDOR NAME: VERIZON WIRELESS		
6120851116	07/13/25-08/12/25 SCADA Data Plan Util	229.36
TOTAL VENDOR VERIZON WIRELESS		229.36
VENDOR NAME: WASTE MANAGEMENT		
0071487-0006-0	Hauling of Whytegate Park Playground an	3,434.34
TOTAL VENDOR WASTE MANAGEMENT		3,434.34
GRAND TOTAL:		559,651.81

VILLAGE OF
LINCOLNSHIRE

MINUTES
REGULAR VILLAGE BOARD MEETING
August 25, 2025

Present:

Mayor Brandt	Trustee Grujanac
Trustee Kelly	Trustee Mitchell
Trustee Munger	Trustee Pantelis
Trustee Raizin	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Chief of Police Leonas	Village Treasurer/Finance Director Rossi
~~Public Works Director Woodbury~~	Deputy Chief of Police Covelli

CALL TO ORDER

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:00 p.m. and Village Clerk Mastandrea called the Roll.

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.11 Presentation of Community Lifesaving Award

Deputy Chief of Police Covelli provided details related to the lifesaving act of 13-year-old Jaydynn Britva who rescued a person at Spring Lake Park from drowning on July 22. Deputy Chief of Police Covelli shared Jaydynn heard someone calling for help and quickly, without hesitation, pulled the individual safely to shore. Deputy Chief of Police Covelli presented Jaydynn Britva with a Community Lifesaving Award.

3.12 Spring Lake Park

Mayor Brandt asked Village Manager Burke to update the Board on recent concerns related to Spring Lake Park.

Village Manager Burke provided a summary of recent concerns at Spring Lake Park, including social media posts about picnic parties leaving the park a mess. Village Manager Burke explained that after seeing the post, he inspected the park and found some spilled charcoal but no excessive garbage. Village Manager Burke described the picnic permit process, which is required for gatherings of over 30 people. Village Manager Burked noted Public Works staff is to use signs to indicate reserved areas when picnic permits are issued. Both Public Works and the janitorial service clean the parks and monitor them over the weekends, especially when there may be picnics scheduled for the park. Village Manager Burke noted sometimes large groups use the park without permits. Staff typically put out A-frame signs around the picnic area to provide notice that the area is reserved for a picnic, but the signs did not go up the weekend in question. Village Manager Burke assured the Board the signage issue will be addressed moving

forward. Based upon what staff observed in the dumpster at Spring Lake Park, there may have been a similar group using Spring Lake as was at North Park last fall. This type of group had been found preparing food in the evenings, without a permit, and leaving a large accumulation of materials at the end of their visits. Staff believes some users at Spring Lake Park might have been a similar group based upon what was observed in terms of the amount of food waste left behind. The Police have the area on regular patrol throughout the rest of the season. Public Works also checks the park daily to make sure the garbage cans are emptied.

Trustee Mitchell asked if there are signs posted at the park listing the rules and requirements for permits. Village Manager Burke stated there is no detailed information at the park regarding picnics or permits, so that is something staff will be revisiting, including looking at the park code and considering what information should be posted at the park to better inform visitors. Trustee Raizin suggested putting a QR code up for park information and permit regulations. Mayor Brandt stated one of the things she requested was to post non-emergency contacts for park visitors.

Village Manager Burke noted there was mention on social media that the park should be a private park, but the park is public and has never been private or closed to certain users.

Mayor Brandt suggested putting up cameras in the park. Village Manager Burke stated staff has placed cameras out when there has been vandalism in the past, and this is something that may be pursued again since there is a surveillance sign posted.

Trustee Kelly asked if cameras are put out facing the lake, would that create a liability. Village Manager Burke stated this is something we would have to ask our insurance company about. Village Attorney Simon stated the camera can be put out for security reasons; simply because there is a camera out there doesn't mean the Village is monitoring the camera all the time.

A brief conversation regarding bringing lifeguards back followed.

Village Manager Burke noted the pond itself would be drawn down next weekend due to the bridge construction and Labor Day weekend will be the last swimming weekend for the season, so there may not be as many visitors.

A conversation about the permit requirement of 30 people or more was discussed. Village Manager Burke stated a resident suggested permits be required if it is 10 or more. The Park Board will work through these items in the park code, and the recommendation will come back to the Board for consideration.

Mayor Brandt suggested getting picnic permit information from other communities for comparison. Trustee Grujanac suggested taking a

holistic approach for all the parks for the changes.

Trustee Munger stated he agreed with Trustee Raizin's suggestion to get a QR code with information and if visitors see something going on, they can report it.

Mayor Brandt suggested getting bigger, sturdier garbage receptacles and possibly placing the larger containers near the guard shack.

It was the consensus of the Board for staff to present the various suggestions and research to the Park Board.

3.13 Marriott Lincolnshire's 50th Celebration

Mayor Brandt reminded the Board that Marriott Lincolnshire's 50th celebration is Thursday.

3.2 Village Clerk's Report - None

3.3 Village Treasurer's Report

3.31 Revenue & Expense Summary as of July 31, 2025

Village Treasurer/Finance Director Rossi noted the Revenue and Expenditure summary is included in the Board packet, and all revenues and expenditures were properly recorded for July 2025

3.4 Village Manager's Report

3.41 Whytegate Park

Village Manager Burke noted the Whytegate Park playground equipment is being installed. Once the equipment has been installed, the contractor will move to the exercise equipment. They are anticipating two weeks for playground and exercise installation, and then crews will be installing the play surface.

3.42 Rescheduled Paper Shredding Event

Village Manager Burke noted the rescheduled paper shredding event took place this past Saturday at Village Hall. There were 118 vehicles. This is an annual event with LRS as part of the recycling contract. The Township has a shredding event coming up, so if anyone missed the Village's event, they could check the Township website for their shredding event details.

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on August 25, 2025, in the Amount of $753,043.52

Village Treasurer/Finance Director Rossi presented a summary on August 25, 2025, bills for payment with the total being $753,043.52. The total amount is based on $137,000 for the General Fund; $178,000 for the Water & Sewer Fund; $9,100 for Water & Sewer Improvement Fund; $9,800 for the Vehicle

Maintenance Fund; $275,000 for Sedgebrook SSA; $8,400 for Storm Sewer Operating Fund; and $133,000 for General Capital Fund.

Trustee Grujanac moved, and Trustee Kelly seconded the motion to approve the bills dated August 25, 2025, as presented. The roll call vote was as follows:

Aye: Grujanac, Kelly, Pantelis, Mitchell, Munger, Raizin
Nay: None
Absent: None
Abstain: None

Mayor Brandt declared the motion carried.

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on non-agenda items only)

6.0 CONSENT AGENDA

Items on the Consent Agenda will be approved by one motion. If a Trustee wishes to discuss any item, it will be pulled from the Consent Agenda and discussed under "Unfinished Business."

6.01 Approval of August 11, 2025, Regular Village Board Meeting Minutes

Trustee Grujanac moved, and Trustee Raizin seconded the motion to approve the Consent Agenda as presented. The roll call vote was as follows:

Aye: Grujanac, Raizin, Pantelis, Kelly, Mitchell, Munger
Nay: None
Absent: None
Abstain: None

Mayor Brandt declared the motion carried.

7.0 ITEMS OF GENERAL BUSINESS

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

7.21 Approval of an Ordinance Amending Title 1, Chapter 8, Article D of the Lincolnshire Village Code Pertaining to Reimbursement of Out-of-Pocket Expenses (Village of Lincolnshire – Waiver of First Reading Requested)

Trustee Grujanac moved, and Trustee Mitchell seconded the motion to approve a Waiver of the First Reading Requested regarding an Ordinance Amending Title 1, Chapter 8, Article D of the Lincolnshire Village Code Pertaining to Reimbursement of Out-of-Pocket Expenses. The roll call vote was as follows:

Aye: Grujanac, Mitchell, Raizin, Pantelis, Kelly, Munger
Nay: None
Absent: None
Abstain: None

Mayor Brandt declared the motion carried.

Trustee Grujanac moved, and Trustee Pantelis seconded the motion to approve an Ordinance Amending Title 1, Chapter 8, Article D of the Lincolnshire Village Code Pertaining to Reimbursement of Out-of-Pocket Expenses as presented. The roll call vote was as follows:

Aye: Grujanac, Mitchell, Raizin, Pantelis, Kelly, Munger
Nay: None
Absent: None
Abstain: None

Mayor Brandt declared the motion carried.

7.3 Public Works

7.31 Approval of an Ordinance Amending Title 8, Chapter 6 of the Lincolnshire Village Code Pertaining to Construction of Utility Facilities in the Public Right-of-Way (Village of Lincolnshire – Waiver of First Reading Requested)

Trustee Grujanac moved, and Trustee Mitchell seconded the motion to approve a Waiver of the First Reading Requested regarding an Ordinance Amending Title 8, Chapter 6 of the Lincolnshire Village Code Pertaining to Construction of Utility Facilities in the Public Right-of-Way. The roll call vote was as follows:

Aye: Grujanac, Mitchell, Raizin, Pantelis, Kelly, Munger
Nay: None
Absent: None
Abstain: None

Mayor Brandt declared the motion carried.

Trustee Grujanac moved, and Trustee Kelly seconded the motion to approve an Ordinance Amending Title 8, Chapter 6 of the Lincolnshire Village Code Pertaining to Construction of Utility Facilities in the Public Right-of-Way as presented. The roll call vote was as follows:

Aye: Grujanac, Mitchell, Raizin, Pantelis, Kelly, Munger
Nay: None
Absent: None
Abstain: None

Mayor Brandt declared the motion carried.

7.4 Police
7.5 Parks and Recreation
7.6 Judiciary and Personnel

8.0 REPORTS OF SPECIAL COMMITTEES
9.0 UNFINISHED BUSINESS
10.0 NEW BUSINESS

11.0 EXECUTIVE SESSION

12.0 ADJOURNMENT

Trustee Grujanac moved, and Trustee Raizin seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at 7:28 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk

VILLAGE OF
LINCOLNSHIRE

MINUTES
COMMITTEE OF THE WHOLE MEETING
August 25, 2025

Present:

Mayor Brandt
Trustee Kelly
Trustee Munger
Trustee Raizin
Trustee Munger
Village Attorney Simon
Village Treasurer/Finance Director Rossi
Trustee Grujanac
Trustee Mitchell
Trustee Pantelis
Village Clerk Mastandrea
Village Manager Burke
Chief of Police Leonas
~~Public Works Director Woodbury~~

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:29 p.m., and Village Clerk Mastandrea called the roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning, and Land Use

2.11 Consider approval of professional services agreements with:
1) Willdan for Building Plan Review & Inspection Services
2) HR Green for Structural Engineering Plan Review & Inspection Services
3) Citywide Elevator Inspection Services, Inc. for Elevator Plan Review & Inspection Services (Village of Lincolnshire)

Village Manager Burke explained the process and reasoning behind recommending new vendors for the village's building plan review, inspection services, elevator inspection services, and structural engineering plan review services. The Community and Economic Development Department set a 2025 goal to issue a request for proposals (RFP) for these services. 12 vendors responded, and staff evaluated all proposals, interviewing the top firms in each area. Staff then performed reference checks on the top firms. The recommendation is to move to new vendors: Willdan for building plan review and inspection services, HR Green for structural engineering review and inspection, and Citywide Elevator Inspection Services for elevator plan review and inspections. All proposed professional services would be effective January 1. The change is expected to improve service levels, integration with permitting software, and increase overall efficiency. Approving these agreements at this time allows time for onboarding before the new year.

Trustee Mitchell asked how the quotes compared to the budget. Village Manager Burke noted the costs for the new plan review and inspection services are direct third-party charges, which applicants will pay when applying for permits. Most permit fees will remain like what applicants

have paid in the past, except for elevator inspection fees, which will decrease. Village Manager Burke noted staff requested each vendor submit a fee proposal based on a defined project scope for an apples-to-apples comparison, and there is no significant change in fees for most services.

All three recommended vendors are new for the village, chosen to address service deficiencies such as turnaround time, response, thoroughness, and accuracy, with the expectation of better service levels than current vendors.

Trustee Munger asked how long the contracts are in effect. Village Manager Burke stated he would have to look at each professional service agreement, but thought they were one-year agreements, annually renewed, with a 30/60-day termination clause. The typical standard Village professional service agreement is for a one-year term with opportunities to renew annually.

Trustee Munger asked if the surrounding communities that use the same vendors had any positive or negative input related to the vendors. Village Manager Burke said feedback from neighboring communities about the new vendors under consideration have been positive Willdan, the recommended building plan review vendor, is a national firm with limited exposure in Illinois, but other communities praised their team's talent and resources, especially their assistance with code updates. Willdan's ability to help with upcoming building code updates was a key factor in their selection.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.2 Finance and Administration

2.21 Approval of a Resolution Authorizing the Extended Term of the Municipal Insurance Cooperative Agency Insurance Pool and Approving its Amended By-Laws (Village of Lincolnshire)

Village Treasurer/Finance Director Rossi provided a summary of a Resolution authorizing the extended term of the Municipal Insurance Cooperative Agency Insurance Pool (MICA) and approving its amended bylaws which provides liability and workers compensation insurance for about 20 government entities. The current term with MICA expires in April 2026 and needs renewal. The proposed renewal extends through 2038, but there is a typo in the ordinance stating 3038, which staff will correct. Additionally, there is contradictory wording in the bylaws regarding the notice period for cancellation (changed from one year to 120 days), and this will also be clarified before the resolution is approved.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.3 Public Works

2.4 Public Safety

2.41 Consideration of Amendments to the Lincolnshire Village Code Title 1 (Administration), Chapter 17 (Comprehensive Fine/Penalty Schedule) and Title 3 (Business & License Regulations), Chapter 14 (Tobacco and Alternative Nicotine Retailers) (Village of Lincolnshire)

Chief of Police Leonas provided a summary of proposed amendments to the Lincolnshire village code Title 1 (Administration), Chapter 17 (Comprehensive Fine/Penalty Schedule) and Title 3 (Business & License Regulations), Chapter 14 (Tobacco and Alternative Nicotine Retailers) noting the changes include adding definitions for cannabis and synthetic drugs, as the current ordinance did not address these. Chief Leonas noted there has been an increase in sales of synthetic drugs at some locations. The ordinance attempts to address this concern and explicitly prohibiting the sale of cannabis, cannabis derivatives, synthetic drugs, and any products containing THC, including at gas stations. Proposed code changes also include prohibiting tobacco vending machines, which have become more popular for vapes; and simplifying the fine structure for violations, with escalating penalties for first, second, and third offenses before requiring a hearing with the mayor.

These changes are intended to clarify and strengthen the village's regulations on tobacco, nicotine, and cannabis-related products.

Trustee Raizin suggested adding the word cannabis to the Chapter 14 title because it is not an alternative nicotine product. Chief of Police Leonas agreed with the suggestion and would make the change pending review.

Trustee Kelly asked if hemp applies. Chief of Police Leonas stated if it contains THC, it would be prohibited. Village Attorney Simon stated there is a statutory definition of what industrial hemp is, and it requires the contents of the product to be below a threshold of 0.3%.

It was the consensus of the Board to place this item on the Consent Agenda for approval with addition of cannabis to the code at the next Regular Village Board meeting.

2.42 Consideration of Amendments to the Lincolnshire Village Code Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule); Title 1 (Administration), Chapter 17 (Comprehensive Fine/Penalty Schedule); and Title 3 (Business & License Regulations), Chapter 3 (Liquor Control) (Village of Lincolnshire)

Chief of Police Leonas provided a summary of proposed amendments to the Lincolnshire Village Code Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule); Title 1 (Administration), Chapter 17 (Comprehensive Fine/Penalty Schedule); and Title 3 (Business & License Regulations), Chapter 3 (Liquor Control) noting the changes will allow certain vendors to serve alcohol at more events per year.

Adjustments are also recommended to the one-day license (Class G) for non-liquor license holders, limiting them to two events per year, with board approval required. A new Class O license is being created for off-premises events, allowing existing liquor license holders to serve at up to 10 events per year, authorized by the village manager. A new Class P license is being added for potential future entertainment venues. The fine structure for liquor license violations is being updated to $250 for the first violation, $500 for the second, and $1,000 for the third, with a required hearing after a fourth violation within three years. The proposed changes are intended to align with current practices and provide flexibility for special events and new types of venues.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.5 Parks and Recreation
2.6 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

3.1 Dead Trees on Dover Circle

Mayor Brandt stated there are a bunch of dead trees on the path behind Dover Circle. Staff will take a look.

4.0 NEW BUSINESS

4.1 Motorcycles on the Paths

Trustee Mitchell stated he has seen motorcycles on the bike path, noting this is illegal and suggested providing education on what we enforce. Trustee Mitchell asked if there were any complaints made regarding motorcycles on the paths.

Village Manager Burke stated the one complaint he has had was in the Spring Lake Park neighborhood around the Fourth of July. It is illegal to drive a motorcycle underage on village streets and paths, but a police officer must observe this happening. Village Manager Burke stated an education campaign is in order on the proper use of the path system and what the violations would be.

Trustee Grujanac stated the education should define what a motorcycle is.

Trustee Mitchell noted concern at how fast electric motorcycles are and noted violators are not just kids.

Trustee Raizin asked if motorized scooters are allowed on the streets. Chief of Police Leonas stated motorized scooters and pedal assist bicycles are allowed on the street. Motorcycles must be licensed, and you must be 16 to operate a motorcycle. The village has not received many complaints about these vehicles, and enforcement is challenging due to the variety of new motorized vehicles. State law is behind current trends, making it difficult to enforce and regulate these vehicles effectively. The village's unique layout due to no

sidewalks and no downtown affects how these issues are experienced and managed.

Trustee Raizin asked if the Police Department does any kind of bicycle/vehicle education at schools. Chief of Police Leonas stated the Police Department has liaisons for the grade school and the high school; they do talk to kids about them, but the school does not prohibit students from riding them to school. Chief of Police Leonas noted the department will continue to work with the schools to educate.

4.2 September 8 Regular Village Board – Early Start Time

Mayor Brandt asked the Board if they would be willing to start at 6 p.m. for the September 8 Regular Village Board Meeting.

It was the consensus of the Board to start the September 8 Regular Village Board meeting at 6 p.m.

5.0 ADJOURNMENT

Trustee Raizin moved, and Trustee Kelly seconded the motion to adjourn. The voice vote was unanimous, and Temporary Chair Grujanac declared the meeting adjourned at 7:59 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandra
Village Clerk

VILLAGE OF LINCOLNSHIRE

September 8, 2025
Regular Village Board
7.21

ITEM SUMMARY

Action Requested (Petitioner):	**Approval of a Professional Services Agreement with GoTo Connect to Implement and Provide Voice-over-Internet-Protocol Services**
Recommendation:	**Approval of GoTo Connect Agreement**
Author(s):	**Matt Rossi, Finance Director**
Meeting History:	**N/A**
Attachments:	**1) GoTo Connect Agreement**

Request Summary

Staff requests Village Board consideration of a professional services agreement with GoTo Connect to provide Voice-over-Internet-Protocol ("VoIP") services. The agreement includes one-time costs for implementation as well as recurring monthly charges. The Village's current contract with its voice service provider (RingCentral, Inc.) expires in November 2025.

The Village utilized an analog phone system prior to the transition to a VoIP system with Ring Central in 2023. With the current RingCentral agreement expiring in November, staff recommends transitioning to GoTo Connect under a new three-year agreement.

Staff selected GoTo Connect over two other qualified vendors, Teams Audio and Nextiva, based on its lower monthly cost, integration with Microsoft Teams, and greater flexibility to customize features compared to the current phone system. The Village's IT provider, InterDev, also recommends GoTo Connect, as their team is well-versed in the platform and can handle troubleshooting in-house rather than solely relying on GoTo Connect's customer support team.

Under the current agreement with Ring Central, the Village's monthly cost is $1,860. Pending passage of the GoTo Connect agreement, this amount will decrease to $1,453. InterDev will charge an implementation fee of $9,650 to deploy the new software. Staff views the transition to a new VoIP provider as necessary due to ongoing customer service challenges and the lack of key features with the current phone system vendor.

Staff Recommendation / Next Steps

Staff recommends approval of attached agreement with Go To Connect to provide Voice over Internet Protocol services. Upon approval transition plans will be made for implementation prior to the expiration of the current Ring Central contract's expiration.

English

THANK YOU! HERE IS YOUR PROPOSAL FOR SERVICES

Village of Lincolnshire IL

Quote #: Q-989124

Quote Name:

Authorized Partner:

Interdev, LLC - Sandler

Brian Troup

Phone # (770) 643-4400

btroup@interdev.com

(mailto:btroup@interdev.com)

CHOOSE GOTO WHEN YOU WANT TO:

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Reduce Costs

One trusted provider. One big savings. One sizable reduction in headaches.

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Collaborate More

Meetings, Phone, Messaging, Rooms, Webinars. Your business demands innovative options.

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Reach your customers quickly on their terms; whenever, wherever, however.

Satisfy Customers

When it matters most, your collaboration products must be fast, easy, and reliable.

GLOBAL PRODUCT – LOCAL PRESENCE

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There's a GoTo solution for that

The GoTo Collaboration Cloud brings together the easiest, fastest, and most innovative unified communications and collaboration products that help your business succeed.

PROPOSAL DETAILS

Quote #: Q-989124 **Contract Term: 36**

Prepared for: **Billing Address:** **Prepared by:**

Village of Lincolnshire IL
Ben Roesler
broesler@lincolnshireil.gov
(770) 886-6700
Contract Term: 36

One Olde Half Day Road
Lincolnshire, Illinois 60069
United States

Interdev, LLC - Sandler
Brian Troup
(770) 643-4400
btroup@interdev.com

If you need assistance with this quote or any product offerings, please contact your Partner, or the Partner Success Team at 805.617.7027.

MONTHLY CHARGES	QTY	MSRP	DISCOUNT	QUOTED PRICE	SUB TOTAL
Conference Device User- Monthly Service	3	$29.95	$30.00	$19.95	$59.85
GoToConnect Standard	84	$24.00	$928.20	$12.95	$1,087.80
Interconnected VoIP, Low Usage - Monthly Charge	4	$12.95	$12.00	$9.95	$39.80
Voice - Standard DID - Monthly Charge	89	$5.00	$422.75	$0.25	$22.25

** Taxes are estimated based on the zip code provided and are subject to Local, State, and Federal laws.*

Savings	Sub Total
$1,392.95	$1,209.70
Estimated Taxes*	$243.75
Monthly Total	**$1,453.45**

TODAY'S TOTAL	QTY	MSRP	DISCOUNT	QUOTED PRICE	SUB TOTAL
Account Activation	1	$125.00	$75.00	$50.00	$50.00
Partner Onboarding	88	$0.00	$0.00	$0.00	$0.00
Voice Number DID Port - Configuration Fee	89	$5.00	$356.00	$1.00	$89.00
Yealink T34W IP Phone w/Power Supply	50	$172.70	$8,635.00	$0.00	$0.00

** Taxes are estimated based on the zip code provided and are subject to Local, State, and Federal laws.*

Savings	Sub Total
$9,066.00	$139.00
Estimated Taxes*	$6.75
Today's Total	**$145.75**

Today's Total	Monthly Total
$145.75	$1,453.45

Hardware Specs

PRODUCT NAME	IMAGE	DESCRIPTION
Yealink T34W IP Phone w/Power Supply		

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TERMS OF SERVICE

This is a legal agreement between the person or organization ("**Customer**" or "**you**") agreeing to these Terms of Service ("**Terms**") and the applicable contracting entities at https://www.goto.com/company/legal/contracting-entities ("**GoTo**," "**us**," or "**we**"). By accepting these Terms, signing an Order, or using the Services, you represent that you are of legal age and have the authority to bind the Customer to: (i) the Order; (ii) these Terms; (iii) the "**Service Descriptions**" available at https://www.goto.com/company/legal/service-descriptions; (iv) the country-specific "**Regional Supplement**" available at https://www.goto.com/company/legal/regional-supplement, if any; and (v) the Professional Services Terms and Conditions available at https://www.goto.com/company/legal/professional-services-terms, in each case, as applicable (collectively the "**Agreement**"). You further confirm that you have obtained all necessary approvals to enter this Agreement, including for example ratification by your governing board or other relevant authority(ies), or as required by law or your internal policies.

1. 1. **ACCESS AND USE OF THE SERVICES.**
    - 1.1. **Right to Use Services.** You agree to use the Services in accordance with the use levels by which we measure, price, and offer our Services as posted on our websites, your Order, or the Service Descriptions ("**Use Levels**"). You may use our Services only as permitted in these Terms, and you acknowledge our Privacy Policy at https://www.goto.com/company/legal/privacy, which is incorporated by reference. We grant you a limited right to use our Services only for business and professional purposes. Technical support for the Services is described in the Service Descriptions. If your affiliates use our Services, you warrant that you have the authority to bind those affiliates and you will be liable if your affiliates do not comply with the Agreement. "**Service(s)**" means our software-as-a-service offerings and our audio services (including any related hardware, which are offered by LogMeIn Ireland Unlimited Company, LogMeIn Audio, LLC, Grasshopper Group LLC, or LogMeIn Communications, Inc., or their subsidiaries, our telecommunications providers responsible for the rates and terms relating to the respective audio services). The Service Descriptions are incorporated into these Terms.
    - 1.2.**Acceptable Use and Message Content Policies.** You accept and agree to follow GoTo's Acceptable Use Policy and, as applicable, GoTo's Messaging Content Policy.

- 1.3. **Changes to Services.** We reserve the right to enhance, upgrade, improve, or modify features of our Services as we deem appropriate and in our discretion. We will not materially reduce the core functionality (as set forth in the Service Descriptions) or discontinue any Services unless we provide you with prior written notice. We may offer additional functionality to our standard Services or premium feature improvements for an additional cost.
- 1.4. **Proprietary Rights and GoTo Marks.** You acknowledge that we or our licensors retain all proprietary right, title and interest in the Services, our name, logo or other marks (together, the "**GoTo Marks**"), and any related intellectual property rights, including, without limitation, all modifications, enhancements, derivative works, and upgrades thereto. You agree that you will not use or register any trademark, service mark, business name, domain name or social media account name or handle which incorporates in whole or in part the GoTo Marks or is similar to any of these. You agree to comply with our Branding Guidelines, available at https://www.goto.com/company/legal/trademark, which are incorporated into this Agreement by reference.

2. 2. **ORDERS, FEES AND PAYMENT.**

- 2.1. **Orders.** You may order Services using our then-current ordering processes ("**Order**"). All Orders are effective on the earlier of (i) the date you submit your Order, or (ii) the date on the signature block of the Order ("**Effective Date**"). Acceptance of your Order may be subject to our verification and credit approval process. Each Order shall be treated as a separate and independent Order. A Purchase Order is required for non-credit card transactions over 25,000 USD, or equivalent, unless Customer does not require a Purchase Order as part of its purchasing process.
- 2.2. **Fees and Payment.** You agree to pay all applicable, undisputed fees for the Services as set forth in this Agreement, on your invoice, or as otherwise incurred through your use of the Services, including any provisioning tools that enable the addition of users, licenses, devices, phone numbers, or any other billable features or Services on your behalf. You are solely responsible for configuring your account settings to prevent unauthorized provisioning or usage that may result in additional charges. Except as set forth in Section 3.3 below or in the Service Descriptions, any and all payments you make to us for access to the Services are final and non-refundable. You are responsible

for all fees and charges you incur to your other service providers (e.g. your broadband and internet provider) in connection with your use of the Services. You are responsible for providing accurate and current billing, contact and payment information to us or any reseller. You agree that we may charge any of your payment methods on file with us or bill you for all amounts due for your Services subscription, and we may take steps to update your payment card information (where permitted) to ensure that payment can be processed. You agree that your credit card information and related personal data may be provided to third parties for payment processing and fraud prevention purposes. We may, where permitted by applicable law, suspend or terminate your Services if at any time we determine that your payment information is inaccurate or not current, and you are responsible for fees and overdraft charges that we may incur when we charge your card for payment. We will not agree to submit invoices via any customer procure-to-pay online portal or Electronic Data Interchange (EDI) portals. We reserve the right to update the price for Services at any time after your Initial Term, and price changes will be effective as of your next billing cycle. In accordance with applicable law, we will notify you in a timely manner of any price changes by publishing on our website, emailing, quoting, or invoicing you.

- 2.3. **Sales, Promotional Offers, Coupons and Pricing.** Sales, promotions and other special discounted pricing offers are temporary and, upon the renewal of your subscription, any such discounted pricing offers may expire. We reserve the right to discontinue or modify any coupons, credits, sales, and special promotional offers in our sole discretion.

- 2.4. **Disputes; Delinquent Accounts.** You must notify us in writing of any good faith fee dispute within 15 days of the invoice date, and your notice must identify the specific reason for the dispute. We will work with you to resolve any disputes made in good faith. Once resolved, you agree to pay any undisputed fees within 15 days. For the avoidance of doubt, this provision governs only disputes related to invoiced amounts and does not excuse timely payment of any undisputed portion of the invoice, nor does it affect the validity of any renewal or term commitment. Any challenges to renewal must be raised in accordance with the termination and renewal provisions of this Agreement. We may, on notice to you, suspend or terminate your Services if you do not pay undisputed fees, and you agree to reimburse us for all reasonable costs and expenses incurred in collecting undisputed delinquent amounts.

- 2.5. **Taxes and Withholding.** You are responsible for all applicable sales, services, value-added, goods and services, withholding, tariffs, Universal Services Fund (USF) fees or any other similar fees as may be applicable in the location in which the Services are being provided (if applicable to the Audio Services only) and similar taxes or fees (collectively, "**Taxes and Fees**") imposed by any government entity or collecting agency based on the Services, except those Taxes and Fees based on our net income, or Taxes and Fees for which you have provided an exemption certificate. In all cases, you will pay the amounts due under this Agreement to us in full without any right of set-off or deduction.

3. 3. **TERM AND TERMINATION.**

- 3.1. **Term.** The initial term commitment for your purchase of Services will be as specified on an Order ("Initial Term") and begins on the Effective Date. After the Initial Term, the Services will automatically renew for subsequent terms ("Renewal Terms"), unless otherwise specified in an Order or the Service Description for a particular Service, or unless either party provides notice of non-renewal at least 30 days before the current term expires. Each Renewal Term will be equivalent in length to the then-expiring subscription term, unless otherwise specified by GoTo at the time of renewal. You may provide notice of non-renewal for each Service you do not wish to renew at https://support.goto.com/contactus. We may agree to align the invoicing under multiple Orders, but this will not reduce the term of any Order. Terminating specific Services does not affect the term of any other Services still in effect. If we permit you to reinstate Services at any time after termination, you agree that you will be bound by the then-current Terms and the renewal date that was in effect as of the effective termination date.
- 3.2. **Termination for Cause.** Either party may terminate the Agreement (i) if the other party breaches its material obligations and fails to cure within 30 days of receipt of written notice, or (ii) where permitted by applicable law, if the other party becomes insolvent or bankrupt, liquidated or is dissolved, or ceases substantially all of its business, and we may suspend access or terminate immediately if you breach Section 1.2, 4.1, 4.2, or 5.
- 3.3. **Effect of Termination.** If the Agreement or any Services are terminated, your account may be converted to a "free" or "basic" version of the Service, if available, at our discretion. Otherwise, you will immediately discontinue all use of the terminated Services, except that upon request, we will provide you

with limited access to the Services for a period not to exceed 30 days, solely to enable you to retrieve your Content from the Services. We have no obligation to maintain your Content after that period. To the extent permitted by applicable law, neither party will be liable for any damages resulting from termination of the Agreement, and termination will not affect any claim arising prior to the effective termination date. If we discontinue Services or materially reduce the core functionality in accordance with Section 1.3 above, the related Order will be terminated, and we will provide you with a pro rata refund of any prepaid, unused fees. You agree to pay for any use of the Services past the date of expiration or termination which have not been converted to a free version of the Service.

- 3.4. **Survival.** The provisions of Sections 2 (Orders, Fees and Payment), 3.3 (Effect of Termination), 4 (Your Content and Accounts), 7 (Indemnification), 8 (Limitation on Liability), 9 (Confidentiality), 10 (Data Protection), 12.5 (No Class Actions), 12.8 (Notices), and 12.12 (Contracting Party, Choice of Law and Location for Resolving Disputes) survive any termination of the Agreement.

4. 4. **YOUR CONTENT AND ACCOUNTS.**

   - 4.1. **Your Content.** You retain all rights to your Content (defined below) and we do not own or license your Content. We may use, modify, reproduce, and distribute your Content in order to provide and operate the Services. You warrant that (i) you have the right to upload or otherwise share Content with us, and (ii) your uploading or processing of your Content in the context of our Services does not infringe on any rights of any third party. Each party agrees to apply reasonable technical, organizational, and administrative security measures to keep Content protected in accordance with industry standards. We will not view, access or process any of your Content, except: (x) as authorized or instructed by you or your users in this Agreement or in any other agreement between the parties, or (y) as required to comply with our policies, applicable law, or governmental request. "**Content**" means any files, documents, recordings, chat logs, transcripts, and similar data that we maintain on your or your users' behalf, as well as any other information you or your users may upload to your Service account in connection with the Services.

   - 4.2. **Your Accounts.** You are solely responsible for (i) all use of the Services by you and your users, (ii) maintaining lawful basis for the collection, use,

processing and transfer of Content, and (iii) providing notices or obtaining consent as legally required in connection with the Services. We do not send emails asking for your usernames or passwords, and to keep your accounts secure, you should keep all usernames and passwords confidential. We are not liable for any loss that you may incur if a third party uses your password or account. We may suspend the Services or terminate the Agreement if you, your users, or attendees are using the Services in a manner that is likely to cause harm to us or if we have reasonable grounds for suspecting any illegal, fraudulent, or abusive activity on your part. You agree to notify us immediately and terminate any unauthorized access to the Services or other security breach.

5. 5. **COMPLIANCE WITH LAWS.** In connection with the performance, access and use of the Services under the Agreement, each party agrees to comply with all applicable laws, rules and regulations including, but not limited to export, privacy, and data protection laws and regulations. Each party represents that it is not named on any U.S. government denied-party list. Further, Customer shall not permit its users to access or use any Service or Content in a U.S. embargoed country or in violation of any U.S. export law or regulation. If necessary and in accordance with applicable law, we will cooperate with local, state, federal and international government authorities with respect to the Services. Notwithstanding any other provision in these Terms, we may immediately terminate the Agreement for noncompliance with applicable laws.
6. 6. **WARRANTIES.** WE WARRANT THAT THE SERVICES WILL CONFORM TO THE SERVICE DESCRIPTIONS UNDER NORMAL USE. WE DO NOT REPRESENT OR WARRANT THAT (i) THE USE OF OUR SERVICES WILL BE TIMELY, UNINTERRUPTED OR ERROR FREE, OR OPERATE IN COMBINATION WITH ANY SPECIFIC HARDWARE, SOFTWARE, SYSTEM OR DATA, (ii) OUR SERVICES WILL MEET YOUR REQUIREMENTS, OR (iii) ALL ERRORS OR DEFECTS WILL BE CORRECTED. USE OF THE SERVICES IS AT YOUR SOLE RISK. OUR ENTIRE LIABILITY AND YOUR EXCLUSIVE REMEDY UNDER THIS WARRANTY WILL BE, AT OUR SOLE OPTION AND SUBJECT TO APPLICABLE LAW, TO PROVIDE CONFORMING SERVICES, OR TO TERMINATE THE NON-CONFORMING SERVICES OR THE APPLICABLE ORDER, AND PROVIDE A PRO-RATED REFUND OF ANY PREPAID FEES FROM THE DATE YOU NOTIFY US OF THE NON-CONFORMANCE THROUGH THE END OF THE REMAINING TERM. TO THE EXTENT PERMITTED BY APPLICABLE LAW, WE DISCLAIM ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING ANY EXPRESS OR IMPLIED WARRANTIES OF

MERCHANTABILITY, SATISFACTORY QUALITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OF CERTAIN WARRANTIES AND CONDITIONS, THEREFORE SOME OF THE ABOVE EXCLUSIONS MAY NOT APPLY TO CUSTOMERS LOCATED IN THOSE JURISDICTIONS.

7. 7. **INDEMNIFICATION.** You will indemnify and defend us against any third-party claim resulting from a breach of Section 1.2, 4.1 or 4.2, or alleging that any of your Content infringes upon any patent or copyright, or violates a trade secret of any party, and you agree to pay reasonable attorney's fees, court costs, damages finally awarded, or reasonable settlement costs with respect to any such claim. We will promptly notify you of any claim and cooperate with you in defending the claim. You will reimburse us for reasonable expenses incurred in providing any cooperation or assistance. You will have full control and authority over the defense and settlement of any claim, except that: (i) any settlement requiring us to admit liability requires prior written consent, not to be unreasonably withheld or delayed, and (ii) we may join in the defense with our own counsel at our own expense.

8. 8. **LIMITATION ON LIABILITY.**

    - 8.1. **LIMITATION ON INDIRECT LIABILITY.** NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY OR TO ANY OTHER PERSON FOR ANY INDIRECT, SPECIAL, CONSEQUENTIAL OR INCIDENTAL LOSS, EXEMPLARY OR OTHER SUCH DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES ARISING OUT OF OR RELATING TO: (i) LOSS OF DATA, (ii) LOSS OF INCOME, (iii) LOSS OF OPPORTUNITY, (iv) LOST PROFITS, OR (v) COSTS OF RECOVERY, HOWEVER CAUSED AND BASED ON ANY THEORY OF LIABILITY, INCLUDING, BUT NOT LIMITED TO, BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR VIOLATION OF STATUTE, WHETHER OR NOT SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. SOME JURISDICTIONS DO NOT ALLOW LIMITATION OR EXCLUSION OF LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO SOME OF THE ABOVE LIMITATIONS MAY NOT APPLY.

    - 8.2. **LIMITATION ON AMOUNT OF LIABILITY.** EXCEPT FOR YOUR BREACH OF SECTIONS 1.2, 4.1, OR 4.2 AND YOUR INDEMNIFICATION OBLIGATIONS, AND TO THE EXTENT PERMITTED BY APPLICABLE LAW, THE TOTAL CUMULATIVE LIABILITY OF EITHER PARTY AND THEIR RESPECTIVE LICENSORS AND SUPPLIERS ARISING OUT OF THIS AGREEMENT IS LIMITED TO THE SUM OF THE AMOUNTS PAID FOR THE APPLICABLE SERVICE

DURING THE 12 MONTHS IMMEDIATELY PRECEDING THE INCIDENT GIVING RISE TO THE LIABILITY. THE FOREGOING DOES NOT LIMIT YOUR OBLIGATIONS TO PAY ANY FEES AND OTHER AMOUNTS DUE UNDER ANY ORDER.

9. 9. **CONFIDENTIALITY.**

- 9.1. **"Confidential Information"** means the non-public information, regardless of form, disclosed by one party to the other, and at the time of disclosure is either (i) marked or otherwise designated by the disclosing party as confidential or proprietary; or (ii) information that the receiving party should reasonably understand is confidential given its nature and the circumstances surrounding the disclosure. Confidential Information does not include information that: (i) is already rightfully known to the receiving party at the time it is received from the disclosing party, without restriction; (ii) becomes publicly known or available through no fault of the receiving party; (iii) is rightfully received from a third party without restriction and without breach of this or any other agreement; or (iv) is independently developed by or for the receiving party without the use of or reference to the disclosing party's Confidential Information.
- 9.2. The receiving party shall: (i) protect the disclosing party's Confidential Information using measures that are at least as restrictive as those taken to protect its own information of like nature, but in no event less than reasonable care; and (ii) only use the disclosing party's Confidential Information to fulfill its obligations or exercise its rights under this Agreement. The receiving party may disclose the disclosing party's Confidential Information to its employees, representatives, vendors, service providers, advisors, and attorneys who have a need to know and who are bound by confidentiality obligations at least as protective as the provisions of this Agreement.
- 9.3. This Section 9 supersedes and replaces any prior or contemporaneous agreements or understandings related to the confidentiality of information exchanged between us, including any previously executed nondisclosure agreements, to the extent such agreements govern the same data, Services, or information as defined in this Agreement.

10. 10. **DATA PROTECTION.** By agreeing to the terms of this Agreement, you also agree to the terms of GoTo's Data Processing Addendum ("DPA"), and, to the extent GoTo's Business Associate Addendum, both of which are hereby incorporated by reference. Continued use of the Services after any modifications to the DPA or the BAA constitutes your acceptance of those changes.
11. 11. **MEDICAL DEVICE DISCLAIMER.** The Services (i) are not intended to be used to diagnose, cure, mitigate, treat, or prevent any disease or medical condition; and (ii) do not include, constitute, or otherwise consist of any medical device, product, or service cleared or approved by the U.S. Food and Drug Administration or equivalent regulator in any other country or region. This disclaimer applies even if the parties have entered into a Business Associate Addendum.

12. 12. **ADDITIONAL TERMS.**
    - 12.1. **Free Services and Trials.** Your right to access and use any free Services is not guaranteed for any period of time and we reserve the right, in our sole discretion, to limit or terminate your use of any free versions of any Services by any individual or entity. If you are using the Services on a trial or promotional basis ("**Trial Period**"), your Trial Period and access to the Services will terminate (i) at the end of the Trial Period stated in your Order, or (ii) if no date is specified, 30 days after your initial access to the Services, (iii) or upon your conversion to a subscription. During the Trial Period, to the extent permitted by law, we provide the Services "AS IS" and without warranty or indemnity, and all other terms otherwise apply. We may modify or discontinue any trials or promotions at any time without notice.
    - 12.2. **Third-Party Services and Features.**
      - 12.2.1. **Integration with Third-Party Services.** Services may enable you to link to, use, or integrate with third-party websites, services, or applications (**"Third-Party Integration Services"**). Unless otherwise specified in the applicable Service Descriptions, we are not responsible for and do not endorse any Third-Party Integration Services. We, along with our contractors, suppliers, and licensors, disclaim all warranties, whether express or implied, and all liability arising from or related to any Third-Party Integration Services. Your decision whether to purchase, connect to, or use any Third-Party Integration Services, including those requiring the transfer of Content

to enable their use and/or features, is solely at your discretion and risk. Your use of any Third-Party Integration Services is governed exclusively by the terms and conditions of those Third-Party Integration Services. We are not responsible for any disclosure, modification, loss, or deletion of Content resulting from your use of or interaction with Third-Party Integration Services.

- § 12.2.2.**Third-Party Services Provided by Us.** Any third-party services that are embedded into and sold as part of the Services in such a way that they are essential to the functionality of the Services and cannot be used separately or independently are subject to the terms of this Agreement, including any additional terms specific to those services as set forth in the applicable Service Descriptions. Any third-party services' artificial intelligence (AI) features you choose to use or do not disable in the Services are subject to the AI Terms.

- o 12.3. **Beta Services.** We may offer you access to beta services that are being provided prior to general release, but we do not make any guarantees that these services will be made generally available ("**Beta Services**"). You understand and agree that the Beta Services may contain bugs, errors, and other defects, and use of the Beta Services is at your sole risk. You acknowledge that your use of Beta Services is on a voluntary and optional basis, and we have no obligation to provide technical support and may discontinue provision of Beta Services at any time in our sole discretion and without prior notice to you. These Beta Services are offered "AS-IS", and to the extent permitted by applicable law, we disclaim any liability, warranties, indemnities, and conditions, whether express, implied, statutory, or otherwise. If you use Beta Services, you agree to receive related correspondence and updates from us and acknowledge that opting out may result in cancellation of your access to the Beta Services. You acknowledge that an important purpose of offering Beta Services is for GoTo to assess how they function in a real-world environment and obtain feedback about them. As a result, you understand that GoTo may access data about your use of the Beta Services and your Content for the following reasons, and you instruct GoTo to process them for the following purposes: (a) to assess the performance of the Beta Services in a production environment; (b) to improve the Beta Services and provide you with support; and (c) as otherwise provided in this Agreement. If you provide feedback to GoTo about the Beta Services, you agree that we own the feedback. For the Beta Services only,

these terms supersede any conflicting terms and conditions in the Agreement, but only to the extent necessary to resolve conflict.

- 12.4. **Copyright.** If you believe that our Services have been used in a way that constitutes copyright infringement, you should follow the process outlined here: https://www.goto.com/company/legal/dmca.
- 12.5. **No Class Actions.** You may only resolve disputes with us on an individual basis and you agree not to bring or participate in any class, consolidated, or representative action against us or any of our employees or affiliates.
- 12.6. **Security Emergencies.**If we reasonably determine that the security of our Services or infrastructure may be compromised due to hacking attempts, denial of service attacks, or other malicious activities, we may temporarily suspend the Services and we will take action to promptly resolve any security issues. We will notify you of any suspension or other action taken for security reasons.
- 12.7. **Assignment.** Neither party may assign its rights or delegate its duties under the Agreement either in whole or in part without the other party's prior written consent, which shall not be unreasonably withheld, except that either party may assign the Agreement to an affiliated entity, or as part of a corporate reorganization, consolidation, merger, acquisition, or sale of all or substantially all of its business or assets to which this Agreement relates. Any attempted assignment without consent will be void. The Agreement will bind and inure to the benefit of each party's successors or assigns.
- 12.8. **Notices.** Notices must be sent by personal delivery, overnight courier or registered or certified mail. We may also provide notice to the email last designated on your account, electronically via postings on our website, in-product notices, or our self-service portal or administrative center. Unless specified elsewhere in this Agreement, notices should be sent to us at the address for your applicable contracting entity, with a copy to our Legal Department, 333 Summer Street, Boston, Massachusetts 02210 USA, and we will send notices to the address last designated on your account. Notice is given (a) upon personal delivery; (b) for overnight courier, on the second business day after notice is sent, (c) for registered or certified mail, on the fifth business day after notice is sent, (d) for email, when the email is sent, or (e) if posted electronically, upon posting.

- 12.9. **Regional Terms.** If you are located in regions outside the United States and are purchasing our GoToConnect Services, additional terms specific to your region (as set forth in our Regional Supplement at https://www.goto.com/company/legal/regional-supplement) shall apply to your use of the Services and shall be considered part of these Terms.
- 12.10. **Entire Agreement; Order of Precedence.** The Agreement, including any applicable DPA, sets forth the entire agreement between you and GoTo relating to the Services and supersedes all prior and contemporaneous oral and written agreements, except as otherwise permitted. If there is a conflict between an executed Order, a country-specific Regional Supplement, these Terms, the DPA, and the Service Descriptions, in each case, as applicable, the conflict will be resolved in that order, but only for the specific Services described in the applicable Order. Nothing contained in any document submitted by you will add to or otherwise modify the Agreement. We may update the Terms from time to time, which will be identified by the last updated date, and may be reviewed athttps://www.goto.com/company/legal/terms-and-conditions. Your continued access to and use of the Services constitutes your acceptance of the then-current Terms.
- 12.11. **General Terms.** If any term of this Agreement is not enforceable, this will not affect any other terms. Both parties are independent contractors and nothing in this Agreement creates a partnership, agency, fiduciary or employment relationship between the parties. No person or entity not a party to the Agreement will be a third-party beneficiary. Our authorized distributors do not have the right to modify the Agreement or to make commitments binding on us. Failure to enforce any right under the Agreement will not waive that right. Unless otherwise specified, remedies are cumulative. The Agreement may be agreed to online or executed by electronic signature and in one or more counterparts. No party will be responsible for any delay or failure to perform under the Agreement due to force majeure events (e.g. natural disasters; terrorist activities, activities of third-party service providers, labor disputes; and acts of government) and acts beyond a party's reasonable control, but only for so long as those conditions persist.
- 12.12. **Contracting Party, Choice of Law and Location for Resolving Disputes.** The GoTo contracting entity, contact information, and governing law for your use of the Services will depend on where you are and the specific

Services you have ordered, as set forth here: https://www.goto.com/company/legal/contracting-entities.

Last Updated: June 2025 *(2025.v2.0)*

Return to Agenda

InterDev LLC
200 North Point Center E Suite 200
Alpharetta, Georgia 30022
(770) 643-4400
www.interdev.com

INTERDEV
IT | Security | GIS

We have prepared a quote for you

2025 - GoTo

QUOTE # 008158 V1

PREPARED FOR

Village of Lincolnshire IL

PREPARED BY

Robert Berrelez

(770) 643-4400
RBerrelez@Interdev.com
www.interdev.com

INTERDEV
IT | Security GIS

Executive Summary

This project involves the implementation of the GoTo Voice solution to modernize and unify the client's telecommunication infrastructure. The deployment will include a mix of physical desk phones, softphones for mobile and desktop use, conference room phones for group communication, and Analog Telephone Adapters (ATAs) to support existing fax lines. The GoTo platform will streamline communication, improve flexibility for remote and hybrid users, and reduce legacy telecom dependencies. Our team will handle provisioning, installation, number porting, testing, and user onboarding to ensure a seamless transition with minimal disruption to operations.

System Configuration Tasks
InterDev will activate, route, and test provisioned Direct Inbound Dialers (DID)
InterDev will provision the new phone system, setting up users, sites/E911 locations, hunt groups, auto-attendant greetings, feature programming, and user permissions
89 DIDs with 22 handsets and 55 SoftPhones
Configure 5 analog devices and 3 conference room phones
Configure simple PD Phone Tree
Handset Configuration
Additionally, InterDev will configure 89 DIDs with 22 handsets and deploy them to customer desks.
Configure 55 SoftPhones
Configure 4 analog devices and 3 conference Room Phones
SMS integrations with all users
End-User Training
Perform two 1-hour trainings for the Users
Perform one 1-hour training for the Trainer

Services

Description	Price	Qty	Ext. Price
Fixed Fee Project InterDev Fixed Fee Project For a GoTo Implementation	$9,650.00	1	$9,650.00
		Subtotal:	**$9,650.00**

(770) 643-4400
RBerrelez@Interdev.com
www.interdev.com

INTERDEV
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Project Terms

Payment Schedule:

- **Initial Payment (50%)**: An initial payment representing **50% of the total fixed fee**, is due upon execution of this agreement and within 30 days of invoice receipt (NET 30).
- **Final Payment (50%)**: The remaining **50% of the total fixed fee**, is due upon the completion of all services described in the Statement of Work (SOW) and delivery of the final deliverables, subject to the Client's acceptance. This invoice is due within 30 days of invoice receipt (NET 30).

Fixed Fee: The services to be provided under this agreement are included within the **fixed fee** rate provided.

Intellectual Property: Any documents, or other materials produced as a result of this work will be the sole property of the Client. InterDev retains the right to use general knowledge, skills, and experience gained in performing the work.

Scope Changed or Amendments: If the scope of work is modified, or additional services are requested by the Client, the parties must agree in writing to a scope change. Any such changes must be formalized through a written amendment to this agreement, with corresponding adjustments to the fixed fee, as mutually agreed upon.

Non-Solicitation of Employees: During the term of this Agreement and for a period of two (2) years after its termination or expiration, neither party shall directly or indirectly solicit, recruit, or hire any employees, contractors, or agents of the other party involved in the performance of this Agreement. For the purposes of this clause, "solicitation" includes but is not limited to:

- Initiating contact with employees of the other party for the purpose of offering employment or engagement
- Inducing or attempting to induce employees of the other party to terminate their employment or engagement.
- Assisting others in soliciting, recruiting, or hiring employees of the other party.

In the event of a breach of this non-solicitation clause, the non-breaching party shall be entitled to 50% of the solicited employee's annual salary.

(770) 643-4400
RBerrelez@Interdev.com
www.interdev.com

INTERDEV
IT | Security GIS

2025 - GoTo

Prepared by:

InterDev LLC
Robert Berrelez
847-999-3040
RBerrelez@Interdev.com

Prepared for:

Village of Lincolnshire IL
One Olde Half Day Road
Lincolnshire, IL 60069
Brad Burke
(847) 913-2312
bburke@lincolnshireil.gov

Quote Information:

Quote #: 008158
Version: 1
Delivery Date: 08/19/2025
Expiration Date: 09/30/2025

Quote Summary

Description	Amount
Services	$9,650.00
Total:	**$9,650.00**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

InterDev LLC

Signature: Robert Berrelez
Name: Robert Berrelez
Title: vCIO
Date: 08/19/2025

Village of Lincolnshire IL

Signature: _____
Name: _____
Date: _____

VILLAGE OF LINCOLNSHIRE

September 8, 2025
Regular Village Board
7.31

ITEM SUMMARY

Action Requested (Petitioner):	Ratification of a Proposal from Western Specialty Contractors, for Supplemental Work for the Public Works Floor Coating project at a Cost not to Exceed $10,880
Recommendation:	Approval as Presented
Author(s):	Wally Dittrich, Assistant Public Works Director/Village Engineer
Actual Amount – Budgeted Amount:	$120,000 budgeted - $82,846 (original contract) + $10,880 (supplemental work) – Actual Total = $93,726
Meeting History:	July 28, 2025 COW
Attachments:	1) Western Specialty Contractors Proposal

Request Summary

Staff requests Village Board approval of a supplemental work agreement with Western Specialty Contractors to complete repairs to the concrete floor as part of the epoxy floor coating project at the Public Works Facility.

The Public Works facility shop floor is being coated with a new epoxy material designed to prevent corrosion from water, salt, and other liquids/materials that drip off of equipment and vehicles. When the contractor sanded the floor to remove the old coating, numerous deficiencies in the original concrete floor became visible. These deficiencies were not evident before the old coating was removed. Contractors will repair the floor using two different methods: a partial depth concrete repair and an epoxy mortar repair for less severely damaged areas.

Examples of damages concrete found after sanding

VILLAGE OF LINCOLNSHIRE

September 8, 2025
Regular Village Board
7.31

Budget Impact
$120,000 was budgeted for this project in FY 2025. The total project expense including the original contract amount of $82,846 will be $93,726 which is still under the original budgeted amount.

Level of Service Impact
Repairing the concrete is crucial to providing a sound base for the new epoxy coating to adhere to.

Approval Process
Ratification of Village Manager approval at the September 8, 2025 Regular Village Board Meeting is requested. Work on the repairs have already begun as to not delay the project given that all equipment is currently out of the shop for the work.

Staff Recommendation / Next Steps
Staff recommends approval of the work.

Parking Structure Restoration

Concrete Restoration

Stadium Restoration

Plaza Restoration

Caulking & Sealants

Concrete Sealers

Traffic Coating Systems

Hot-Applied Waterproofing

Cementitious Coating

Post-Tension Repairs

Barrier Cable Repair

Expansion Joint Installation & Repair

Carbon Fiber Installation

Epoxy Injection

Foam Injection

PROPOSAL/CONTRACT

Proposal No.082925-1

August 29, 2025

TO: Village of Lincolnshire
205 Schelter Road
Lincolnshire, IL 60069

RE: Public Works – Floor Concrete Repairs

Attn: Walter Dittrich

As requested, **Western Specialty Contractors**, a division of Western Waterproofing Company, Inc. ("Contractor"), a Missouri Corporation, submits the following proposed contract to **Village of Lincolnshire** ("Customer") to perform services and to provide materials described under "Scope of Work" below ("Work") at **205 Schelter – Lincolnshire, IL - Garage** ("Site").

Scope of work:

1. *General Conditions*

- Mobilization of site
- Set up on site
- Project Safety
- Unloading of materials and equipment
- Clean up of all material left over from work
- Demobilization of site

2. *Partial Depth Concrete Repairs*

- Locate spalled/ delaminated concrete at various locations, not to exceed 50 Sf.
- Saw cut ½" in depth around perimeter of concrete spot repair areas, not to exceed 50 Sf.
- Chip out & remove concrete to a maximum depth of 3", not to exceed 50 Sf.
- Remove all corrosion from exposed steel reinforcement, not to exceed 50 Sf.
- Pour back previously removed concrete with Sikacrete 421 CI rapid set concrete, not to exceed 50 Sf.
- Apply light broom finish to newly placed concrete.

Total: $4,300.00 ($85.00 per Sf)

3. *Epoxy Mortar Patching Repairs*

- Locate spalled/ delaminated concrete at various locations, not to exceed 140 Sf.
- Remove lose concrete to a maximum depth of 1", not to exceed 140 Sf.
- Pour back previously removed concrete with Sikadur 22 Lo Mod w/ sand Mortar, not to exceed 140 Sf.

Total: $6,580.00 (475.00 per Sf)

676 E Fullerton Ave l Glendale Heights, IL 60139 l 773·638·5206 l Fax: 773·638·5289 l www.westernspecialtycontractors.com

Parking Structure Restoration

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Plaza Restoration

Caulking & Sealants

Concrete Sealers

Traffic Coating Systems

Hot-Applied Waterproofing

Cementitious Coating

Post-Tension Repairs

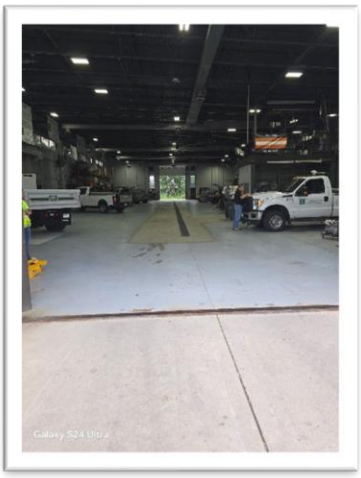
Barrier Cable Repair

Expansion Joint Installation & Repair

Carbon Fiber Installation

Epoxy Injection

Foam Injection



Our price to perform all of the above-specified work is the lump sum of:

Ten Thousand Eight Hundred Eighty Dollars & No Cents: $10,880.00

JOB SPECIFIC CONDITIONS/ QUALIFICATIONS

1. All work to be completed in One (1) Mobilization & in One (1) Phase.
2. Notwithstanding anything in the proposal/agreement, Customer acknowledges the potential supply issues and/or pricing increase for the import of materials, including but not limited to, possible tariffs being imposed by various governments, including the U.S government. Western is unable to confirm the pricing on certain materials in advance of purchase. Any increase in the price of the material or delay in the delivery of material, through no fault of Western or the supplier/distributor, Customer agrees to be responsible for any additional costs or damages associated with such increases or delays.
3. Owner to move all equipment and material for coating area prior to contractor's arrival.
4. Repair quantities are based on visual survey and can increase or decrease in size and depth.
5. If required, line striping shall be completed by others or be additional to this proposal.
6. This work will create construction noise and dust.
7. All of our work is completed by Union Finishers, Laborers, Caulkers, & Tuckpointers

GENERAL CONDITIONS/ QUALIFICATIONS

1. The General Conditions attached here are made a part of this proposal and/or contract.
2. Progress invoices will be submitted at the end of each month.
3. All progress invoices will be paid within 30 days of the invoice date.
4. A clear workspace must be provided at our work area.
5. The proposal has been based on performing our work on normal workdays Monday – Fridays.
6. All work areas will be made available to help expedite our work.

Parking Structure Restoration

Concrete Restoration

Stadium Restoration

Plaza Restoration

Caulking & Sealants

Concrete Sealers

Traffic Coating Systems

Hot-Applied Waterproofing

Cementitious Coating

Post-Tension Repairs

Barrier Cable Repair

Expansion Joint Installation & Repair

Carbon Fiber Installation

Epoxy Injection

Foam Injection

7. We reserve the right to make contract changes if our contract form is not used.
8. Proposal valid for 30 days.
9. Proposal does not include permit fees if required.
10. No removal of obstructions such as Light Fixtures, Conduit Pipe, Plumbing, & Signage.
11. Excludes work outside of above scope described items and engineering.
12. All products/ materials to cure per manufacture requirements.
13. Western excludes from the scope of work and pricing any abatement, disposal, abating, disturbance, movement, destruction, containment, cleaning, scraping, sanding or removal etc. in whole or in part of any kind of any hazardous material, including but not limited to lead, PCB's asbestos or any other type of hazardous material.

Western Specialty Contractors will provide the necessary labor, material, equipment, supervision, and standard insurance.

Proprietary Disclaimer

The information contained in this proposal is the property of Western Specialty Contractors. It has been developed by Western Specialty Contractors based upon its experience and expertise in the means and methods used to repair and restore structures of the type described. Western Specialty Contractors is not licensed to nor has it performed engineering or architectural services and has not sought or received compensation for any professional services in developing the information contained in this proposal.

This proposal has been submitted for the sole purpose of outlining work that Western Specialty Contractors is willing and able to complete. This information may not, under any circumstances, be disclosed, given to, or used by any other person or entity, for any reason, without Western Specialty Contractor's express written consent.

We are pleased to provide you with professional solution to your property's needs. We deliver the highest quality repairs at a fair price and all work is completed in a safe and timely manner. We hope to build long term relationships and welcome the opportunity to negotiate this and any future projects you may have.

ACCEPTANCE:

By signing this proposal, the purchaser accepts as a binding contract all of its terms and conditions, including the General Conditions and Special Conditions. This proposal shall expire automatically unless the above-named purchaser has delivered a copy of this proposal, duly signed, to Western Specialty Contractors on or before the 60th day from the date hereof. No modification by purchaser to this proposal, or to the General Conditions, shall become a part of the contract unless specifically agreed to in writing by Western Specialty Contractors and shall automatically make this proposal void and of no effect.

Date Accepted_____

Proposal No.082925-1

Village of Lincolnshire	Western Specialty Contractors
By:_____	By:_____
Title:_____	Matt Ziesemer Branch Manager

676 E Fullerton Ave l Glendale Heights, IL 60139 l 773·638·5206 l Fax: 773·638·5289 l www.westernspecialtycontractors.com

- Parking Structure Restoration
- Concrete Restoration
- Stadium Restoration
- Plaza Restoration
- Caulking & Sealants
- Concrete Sealers
- Traffic Coating Systems
- Hot-Applied Waterproofing
- Cementitious Coating
- Post-Tension Repairs
- Barrier Cable Repair
- Expansion Joint Installation & Repair
- Carbon Fiber Installation
- Epoxy Injection
- Foam Injection

Dear Customer,

Please complete the following information and return with your signed agreement. We appreciate your cooperation with this in order to better serve your company.

Company Name: _____

Job Name: _____

Job Address: _____

Job Contact Person: _____ Job Contact No.: _____

PO No. (if providing): _____

Accounts Payable Information

Billing Address: _____

Accounts Payable Contact: _____

Phone No.: _____ Email Address: _____

Please Check for Electronic Invoicing ONLY and provide email address above.

If you are tax exempt, please forward a copy of your resale certificate.

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GENERAL TERMS OF THE CONTRACT

Return to Agenda

1. CHANGES IN THE WORK. It is understood that the type of work called for in this Agreement may require changes as the work progresses. Contractor will perform changes in the work (including changes requested by Customer) only after consultation with the Customer, and execution of a written agreement covering the changes in the scope of the work including any changes in Contract Price and time for performance.

2. PAYMENT TERMS. Payment of the Contract Price, shall be made monthly upon receipt of an invoice for portion of the Work performed during that month. If any invoice remains unpaid to the 20th day following receipt by Customer, Customer agrees to pay Contractor interest at the rate of ten percent (10%) per annum from the due date until paid.

3. TAXES. Contractor's price includes applicable taxes imposed on the work or materials included in this contract, to the extent required by law to be collected by Contractor. Such taxes may be separately itemized on invoices.

4. SECURITY FOR PAYMENT. Customer understands that if Contractor is not paid it can assert a lien against the property. Contractor will issue waivers of its lien rights only to the extent it receives payment.

5. DELAYS AND CLAIMS.

A. Liability Only for Acts Within Contractor's Control. Contractor will be excused and will not be liable for any damages, whether direct, incidental or consequential, for any delay or failure in performance (including but not limited to delays due to strikes, fires, accidents, acts of God and delays in performance by Contractor's suppliers and carriers) except to the extent caused by, or within the direct control of Contractor.

B. Notice of Claims, When. Any claims by Customer against Contractor must be presented in writing with particulars to Contractor within twenty days after they arise; otherwise Contractor shall have no responsibility or liability for such claims.

6. INSURANCE AND INDEMNIFICATION.

A. Customer shall purchase and maintain property insurance on its property and liability insurance to cover the acts or omissions of its agents and employees at the Site.

B. Contractor maintains insurance as shown on the attached Insurance Addendum. A certificate showing coverage limits and Carriers will be issued to Customer prior to beginning work at the Site.

C. Contractor agrees to indemnify Customer from any loss, damage or expense which Customer suffers as a result of claims asserted against Customer by third parties (including Contractor's employees) which arise out of Contractor's work at the Site, to the extent caused by the negligent acts or omissions of Contractor or anyone for whom Contractor is responsible. Customer agrees to indemnify Contractor for any loss, damage or expense, which Contractor suffers as a result of claims asserted against Contractor by third parties (including Customer's employees) which arise out of Customer's activities at the Site, to the extent caused by the negligent acts or omissions of Customer or anyone for whom Customer is responsible.

7. LIMITED WARRANTY AND EXCLUSIVE REMEDIES.

A. Workmanship. For a period of one year from the date of substantial completion of Contractor's Work covered hereby, Contractor warrants that it will promptly repair or replace any improper or defective workmanship performed by Contractor under this contract; provided that Contractor has been paid for all work performed, and Contractor has received written notice from Customer of any such defective workmanship within 20 days after Customer first becomes aware thereof (provided such is within the aforesaid one-year period). Contractor will not pay for any inspections or repairs performed by others prior to receipt of notice and a reasonable opportunity to make repairs, if warranted.

B. Warranty on Materials. Contractor warrants that it will use only new materials unless specified otherwise in this Contract, and will deliver to Customer standard warranties as issued by the manufacturer of the materials, if available. Contractor shall have no obligation under any such manufacturer's warranty, and shall not be required to seek changes to terms of such standard warranties.

C. Disclaimer of Other Warranties. THE PROVISIONS IN PARAGRAPHS A AND B ARE THE EXCLUSIVE WARRANTIES PROVIDED TO CUSTOMER AND ARE EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

D. Mold Exclusion. Contractor specifically excludes from any and all warranties connected with this Work any warranty against the growth, infestation or spread of mold, mildew, or other fungal, bacterial or biological substance however caused.

8. OBLIGATIONS OF CUSTOMER AT SITE OF WORK

A. Site Conditions. For work performed by Contractor at the site, Customer shall provide without charge to Contractor (i) sufficient and proper space for handling and storing the materials and equipment of Contractor;; (ii) sufficient power and water for the performance of the Work; (iii) removal of all obstructions to performing the Work as economically as possible.

B. Unanticipated Conditions. If Contractor encounters unanticipated conditions or structural features, not reasonably ascertainable upon such inspection or testing as was allowed by Customer, Contractor will so advise Customer, and the parties will work out a mutually acceptable adjustment to the Work, the Contract Price, and the time of completion prior to continuation of the work.

C. Asbestos, Lead, Mold and PCB. Contractor specifically excludes the abatement of any hazardous material, including but not limited to asbestos, lead, mold or polychlorinated biphenyl ("PCB"). Customer warrants that the Work will not expose Contractor's workers or any other persons to contact with or exposure to such substances. If Contractor encounters material reasonably believed to be asbestos, lead mold or PCB or other hazardous substance which has not been rendered harmless, Contractor shall immediately stop Work in the area affected and report the condition to the Customer. The Work in the affected area shall not thereafter be resumed except by written agreement of the Customer and Contractor. The Work in the affected area shall be resumed in the absence of such hazardous substance, or when it has been rendered harmless and so agreed in writing by the Customer and Contractor. All cost of testing for, removal of, or to render asbestos, lead, mold or PCB harmless, shall be born by Customer.

9. DEFAULT BY CUSTOMER. If Customer fails, or is unable for any reason, to make any payment when due, or prevents Contractor from completing its Work in a timely and uninterrupted manner, or fails to comply with any term, condition or provision of this Contract, Contractor may resort to any remedy available to it by this Contract, or by law.

10. REMEDIES OF CONTRACTOR. In case of any default by Customer, including but not limited to failure to make timely payment, Contractor may, after reasonable notice and opportunity to cure, which need not exceed seven (7) days; (a) suspend all work at the site (b) demand payment of the contract price, less a sum equal to Contractor's cost of any labor and materials not yet furnished or ordered , (c) remove its equipment and any unused material from the Premises, (d) terminate the contract and demand payments referred to in item (b) above and, (e) pursue such other or additional remedies as may be provided by law.

11. DISPUTE RESOLUTION. The parties shall attempt to resolve disputes between themselves, using more senior officials of their respective organizations if necessary, and prior to the institution of any legal action, they agree to meet with a mutually agreeable or, upon mutual application, court appointed mediator for a minimum of one five hour session. In any such dispute resolution, each party shall bear their own expenses. In the event of any legal action to enforce the terms of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees from the other.

12. HOURS OF WORK. Contractor is obligated to perform the Work only during its regular working hours and has no responsibility to work beyond such regular hours. All time beyond regular hours which is required by Customer shall be paid for by Customer in addition to the contract price, at applicable premium rates of pay.

13. ENTIRE AGREEMENT. This Contract constitutes the entire agreement between the parties. No representations, statements, correspondence or discussions between Contractor and Customer or Customer's Representative shall be a part of this Contract unless specifically referred to in this Contract.

14. MODIFICATION. No waiver, alteration or modification of the terms and conditions of this Contract shall be binding unless said waiver, alteration or modification be in writing and signed by a duly authorized representative of each party.