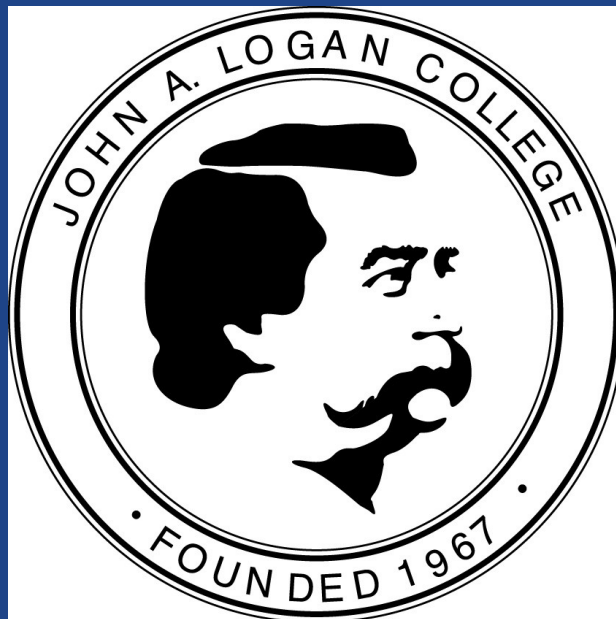


**John A. Logan College  
Board of Trustees**

**Board Packet for March 25, 2025**





# JOHN A. LOGAN COLLEGE

## Board of Trustees

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### **NOTICE AND AGENDA**

The regular meeting of the Board of Trustees of Community College District #530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, will be held on **Tuesday, March 25, 2025, at 6:00 p.m.** in the Board Room in the Administration Building on the College's Carterville Campus.

*The meeting will be streamed live on the College's YouTube Channel*

[Click Here to View the Meeting](#)

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#### **BOARD OF TRUSTEES**

##### **Regular Meeting**

Tuesday, March 25, 2025

6:00 p.m.

Administration Board Room

#### **1. CALL TO ORDER**

##### **PLEDGE OF ALLEGIANCE**

#### **2. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

#### **3. PRESENTATIONS**

Recognition of Student Trustee Madilyn Kerrigan

#### **4. BOARD OF TRUSTEES REPORTS**

- A. Chairman's Report – Bill Kilquist
- B. Athletics Advisory Committee – Brent Clark/Bill Kilquist
- C. Building, Grounds, and Safety Committee – Jake Rendleman/Bill Kilquist
- D. Board Policy Committee – Rebecca Borgsmiller/Brent Clark
- E. Budget and Finance Committee – Aaron Smith/Glenn Poshard
- F. Integrated Technology Committee – Mandy Little
- G. Illinois Community College Trustees Association (ICCTA) – Aaron Smith/Jake Rendleman
- H. John A. Logan College Foundation – Jake Rendleman/Magnus Noble
- I. Student Trustee – Madilyn Kerrigan

#### **5. ASSOCIATION REPORTS**

#### **6. EXECUTIVE LEADERSHIP REPORTS**

- A. President – Dr. Kirk Overstreet
- B. Provost – Dr. Stephanie Chaney Hartford
- C. Vice-President for Business Services & CFO – Dr. Susan LaPanne
- D. President's Cabinet



# JOHN A. LOGAN COLLEGE

## Board of Trustees

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### **7. INFORMATIONAL ITEMS**

A. Personnel

### **8. CONSENT AGENDA (Roll Call Vote)**

- A. Electronic Technology Program – Supply Purchase
- B. Assessment Technologies Institute (ATI) Virtual Review Course
- C. C & E Wing Furniture Purchase
- D. BHDG Boiler Replacement
- E. BHDG Transformer Replacement
- F. BHDG Fitness Center Exercise Room Renovation
- G. Personnel Action Items
- H. Extension of Audit Contract
- I. Expenditure Report for the period ending February 28, 2025
- J. Treasurer's and Financial Report for the period ending January 31, 2025
- K. Minutes of the February 25, 2025, Regular Meeting

### **9. OLD BUSINESS (Roll Call Vote)**

A. Board Policy Revisions for Final Action

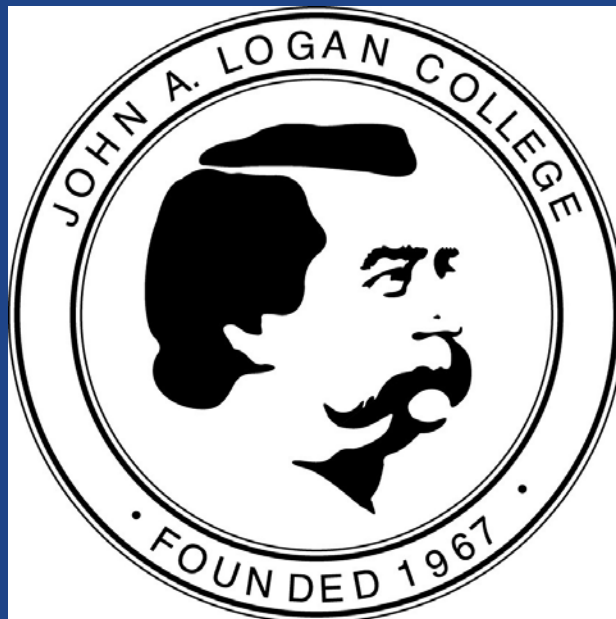
### **10. EXECUTIVE SESSION**

### **11. ANNOUNCEMENTS**

### **12. ADJOURNMENT**

# Informational Item 7.A

## Personnel Informational Items



**JOHN A. LOGAN COLLEGE  
INFORMATIONAL ITEM**

**7.A – Personnel**

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**1. RETIREMENTS**

A. Jim Adams, Campus Police Law Enforcement Officer, effective June 1, 2025

**2. RESIGNATIONS**

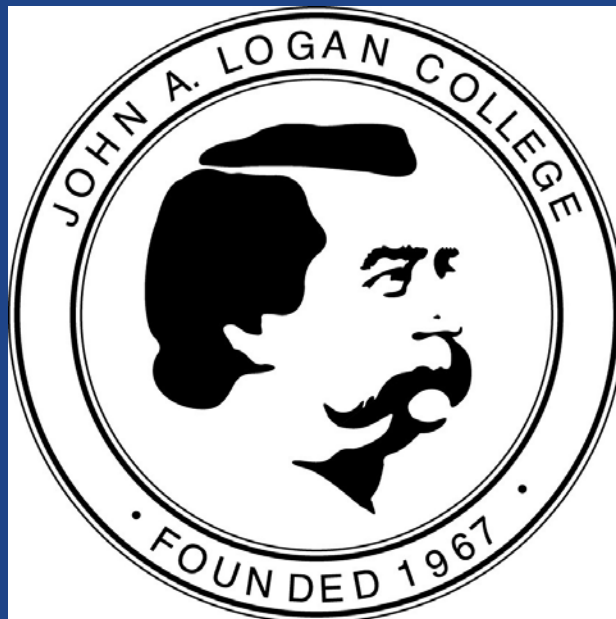
A. Nicole Rains, Assistant Manager of Academic Advisement, effective March 7, 2025.

**3. OTHER**

**Staff Contact:** President Kirk Overstreet

## Consent Agenda Item 8.A

### Electronic Technology Program - Supply Purchase



**JOHN A. LOGAN COLLEGE  
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

**8.A – Electronics Technology Program (ELT) Supply Purchase**

---

**1. REASON FOR CONSIDERATION**

Approval is requested to purchase the following items from TEquipment: 16 Programmable Linear DC Power Supply (\$6,064.80), 17, 4-Channel Digital Oscilloscopes (\$8,058.85), 17, 4 ½” Digital Dual Display Digital Multimeters (\$6,443.85), and 16 Functional/Arbitrary Waveform Generators (\$7,584.80). Students enrolling in the Electronics Technology (ELT) program will be able to use the meters and tools while in ELT labs. The grand total purchase from TEquipment is \$28,152.30.

**2. BACKGROUND INFORMATION**

The supply purchases were budgeted and approved within the FY25 Perkins Grant.

**3. RECOMMENDATION**

That the Board of Trustees approve the purchase of 16 Programmable Linear DC Power Supply, 17, 4-Channel Digital Oscilloscopes, 17, 4 ½” Digital Dual Display Digital Multimeters, and 16 Functional/Arbitrary Waveform Generators to be funded through the FY25 Perkins Grant. The total purchase cost is \$28,152.30.

**Staff Contact:**

Scott Wernsman

Dean of Career and Technical Education and Workforce Training

## QUOTES

(please include back-up with the item information from each vendor)

---

Vendor #1: TEquipment

Contact Name: John Stancarone Email/phone: (877) 571-7901

Quantity: 16 Unit Cost: \$ 379.05 Shipping: \$ 0 TOTAL: \$ 6064.80

Vendor #2: Amazon.com

Contact Name: N/A Email/phone: N/A

Quantity: 16 Unit Cost: \$ 405.51 Shipping: \$ 0 TOTAL: \$ 6488.16

Vendor #3: Electronics Express

Contact Name: N/A Email/phone: Website Contact Form

Quantity: 16 Unit Cost: \$ 399.00 Shipping: \$ 0 TOTAL: \$ 6384.00

---

### Office Use Only

- Audiovisual
- Software
- Instructional Supplies
- Capital Outlay

\_\_\_\_\_  
Perkins Approval

\_\_\_\_\_  
Date






PEOPLE YOU TRUST  
1-877-571-7901

Quote #2650180  
Date: 2/28/2025

Hello Rob,

Thank you for emailing us. We look forward to working with you.

Please note you can also ship on your own account.

ITEM	PRICE	QTY	TOTAL
 <p>Siglent SPD3303X-E Lan-Precision three-way power independently controllable output: 30V/3A X2, switchable 2.5V/3.3V /5V/3A X1; ProgrammableLan-four digits voltage, three digits current display; resolution 10mV, 10mA; TFT-LCD display; Timer function; Waveform display function Weight: 19.50 lbs.</p> <p>Notes: 68 In Stock!</p> <p>✓ FREE Shipping Eligible at Web Price</p>	<del>\$399.00</del> \$379.05	16	\$6,064.80

Terms Net 30 Upon Approval or Credit Card / PayPal

**Sub Total \$6,064.80**

**Shipping (Ground) FREE!**

**Total (USD) \$6,064.80**

Fax / Email Purchase Orders  
OR

PLACE ORDER ONLINE

To place your order on a purchase order, please email or fax your PO to either orders@tequipment.Net or 732-222-7088, whichever is more convenient.

Thank you for choosing TEquipment.

Check out what our customers are saying!

**BILL TO**

**John A. Logan  
College**

**Rob Craig**

rob.craig@jalc.edu

700 Logan College

Drive

Carterville, IL

62918-2500

United States

**SHIP TO**

**John A. Logan  
College**

**Rob Craig**

700 Logan College

Drive

Carterville, IL

62918-2500

United States



**John Stancarone**

Product Specialist

Toll-Free: 1-877-571-7901

Local: 1-732-728-2590

SalesTeam@tequipment.net

Quote Valid for 30 Days Subject to Terms and  
Availability

**Interworld Highway, LLC · TEquipment.NET**

**Toll-free: 1-877-571-7901 | Local: 732-728-2590**

205 Westwood Avenue Long Branch, NJ 07740 · TAX ID: 20-2111443 · Cage Code: 3GLB3 · DUNS: 129870007

These commodities, technology or software cannot be exported from the United States in violation of any U.S. export administration regulations. Diversion from U.S. law is prohibited. Terms and Conditions

## QUOTES

(please include back-up with the item information from each vendor)

---

Vendor #1: TEquipment

Contact Name: John Stancarone Email/phone: (877) 571-7901

Quantity: 17 Unit Cost: \$ 474.05 Shipping: \$ 0 TOTAL: \$ 8,058.85

Vendor #2: Amazon.com

Contact Name: N/A Email/phone: N/A

Quantity: 17 Unit Cost: \$ 505.99 Shipping: \$ 0 TOTAL: \$ 8601.83

Vendor #3: Electronics Express

Contact Name: N/A Email/phone: Website Contact Form

Quantity: 17 Unit Cost: \$ 499.00 Shipping: \$ 0 TOTAL: \$ 8483.00

---

### Office Use Only

- Audiovisual
- Software
- Instructional Supplies
- Capital Outlay

\_\_\_\_\_  
Perkins Approval

\_\_\_\_\_  
Date




PEOPLE YOU TRUST  
1-877-571-7901

Quote #2650169  
Date: 2/28/2025

Hello Rob,

Thank you for emailing us. We look forward to working with you.

Please note you can also ship on your own account.

ITEM	PRICE	QTY	TOTAL
 <p>Siglent SDS1104X-E 100 MHz;4 channels; 1 GSa/s; 14 M memory depth; 100,000 wfm/s waveform capture rate; 7 inch display (800*480 pixels); SPO technology,1 Mpts FFT Serial bus triggering and decode (Standard), supportsIIC, SPI, UART, RS232, CAN, and LIN Support MSO USB AWG Bode Plot USB WIFI Weight: 8.15 lbs.</p> <p>Notes: 16 In Stock!</p> <p>✓ FREE Shipping Eligible at Web Price</p>	<del>\$499.00</del> \$474.05	17	\$8,058.85

Terms Net 30 Upon Approval or Credit Card / PayPal

Sub Total \$8,058.85

Shipping (Ground) FREE!

Total (USD) \$8,058.85

Fax / Email Purchase Orders  
OR

PLACE ORDER ONLINE

To place your order on a purchase order, please email or fax your PO to either orders@tequipment.net or 732-222-7088, whichever is more convenient.

Thank you for choosing TEquipment.

Check out what our customers are saying!

## QUOTES

(please include back-up with the item information from each vendor)

---

Vendor #1: TEquipment

Contact Name: John Stancarone Email/phone: (877) 571-7901

Quantity: 17 Unit Cost: \$ 379.05 Shipping: \$ 0 TOTAL: \$ 6,443.85

Vendor #2: Amazon.com

Contact Name: N/A Email/phone: N/A

Quantity: 17 Unit Cost: \$ 399.00 Shipping: \$ 0 TOTAL: \$ 6783.00

Vendor #3: Electronics Express

Contact Name: N/A Email/phone: Website Contact Form

Quantity: 17 Unit Cost: \$ 399.00 Shipping: \$ 0 TOTAL: \$ 6783.00

---

### Office Use Only

- Audiovisual
- Software
- Instructional Supplies
- Capital Outlay

\_\_\_\_\_  
Perkins Approval

\_\_\_\_\_  
Date



PEOPLE YOU TRUST  
1-877-571-7901


Quote #2650177

Date: 2/28/2025

Hello Rob,

Thank you for emailing us. We look forward to working with you.

Please note you can also ship on your own account.

ITEM	PRICE	QTY	TOTAL
 <p>Siglent SDM3045X 4.5 digit; up to 150 rdgs/s measurement speed; 4.3 inch (480 * 272) TFT-LCD display; True RMS AC voltage and AC current measurements; supports GPIB interface Weight: 12.00 lbs. <b>Notes:</b> 17 In Stock! ✓ FREE Shipping Eligible at Web Price</p>	<del>\$399.00</del> \$379.05	17	<b>\$6,443.85</b>

**Terms** Net 30 Upon Approval or Credit Card / PayPal

**Sub Total \$6,443.85**

**Shipping (Ground) FREE!**

**Total (USD) \$6,443.85**

**Fax / Email Purchase Orders**

OR

**PLACE ORDER ONLINE**

To place your order on a purchase order, please email or fax your PO to either [orders@tequipment.net](mailto:orders@tequipment.net) or 732-222-7088, whichever is more convenient.

Thank you for choosing TEquipment.

Check out what our customers are saying!

**BILL TO**

**John A. Logan**

**College**

**Rob Craig**

rob.craig@jalc.edu

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**SHIP TO**

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**John Stancarone**

Product Specialist

Toll-Free: 1-877-571-7901

Local: 1-732-728-2590

SalesTeam@tequipment.net

Quote Valid for 30 Days Subject to Terms and  
Availability

**Interworld Highway, LLC · TEquipment.NET**

**Toll-free: 1-877-571-7901 | Local: 732-728-2590**

205 Westwood Avenue Long Branch, NJ 07740 · TAX ID: 20-2111443 · Cage Code: 3GLB3 · DUNS: 129870007

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## QUOTES

(please include back-up with the item information from each vendor)

---

Vendor #1: TEquipment

Contact Name: John Stancarone Email/phone: (877) 571-7901

Quantity: 16 Unit Cost: \$ 474.05 Shipping: \$ 0 TOTAL: \$ 7,584.80

Vendor #2: Amazon.com

Contact Name: N/A Email/phone: N/A

Quantity: 16 Unit Cost: \$ 499.00 Shipping: \$ 0 TOTAL: \$ 7984.00

Vendor #3: Electronics Express

Contact Name: N/A Email/phone: Website Contact Form

Quantity: 17 Unit Cost: \$ 499.00 Shipping: \$ 0 TOTAL: \$ 7984.00

---

### Office Use Only

- Audiovisual
- Software
- Instructional Supplies
- Capital Outlay

\_\_\_\_\_  
Perkins Approval

\_\_\_\_\_  
Date





PEOPLE YOU TRUST  
1-877-571-7901


Quote #2650175

Date: 2/28/2025

Hello Rob,

Thank you for emailing us. We look forward to working with you.

Please note you can also ship on your own account.

ITEM	PRICE	QTY	TOTAL
 <p>Siglent SDG2042X 40MHz; 2 channels; 1.2GSa/s; wave length: 8pts-8Mpts function/arbitrary waveform output; EasyPulse technology amplitude:2mV ~ 20Vpp (high impedance); modulation function(AM, DSB-AM, FM, PM, ASK, FSK, PWM, Sweep, Burst);frequency counter function Weight: 10.00 lbs.</p> <p><b>Notes:</b> 21 In Stock!</p> <p>✓ FREE Shipping Eligible at Web Price</p>	<del>\$499.00</del> \$474.05	16	<b>\$7,584.80</b>

**Terms** Net 30 Upon Approval or Credit Card / PayPal

**Sub Total \$7,584.80**

**Shipping (Ground) FREE!**

**Total (USD) \$7,584.80**

**Fax / Email Purchase Orders**

**OR**

**PLACE ORDER ONLINE**

To place your order on a purchase order, please email or fax your PO to either orders@tequipment.Net or 732-222-7088, whichever is more convenient.

Thank you for choosing TEquipment.

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**John Stancarone**

Product Specialist

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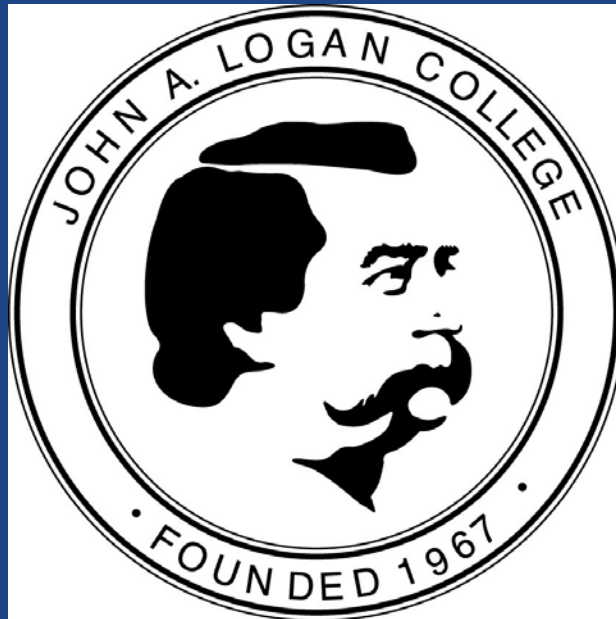
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205 Westwood Avenue Long Branch, NJ 07740 · TAX ID: 20-2111443 · Cage Code: 3GLB3 · DUNS: 129870007

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## Consent Agenda Item 8.B

### Assessment Technologies Institute (ATI)



DATE: 3/4/2025

TO: Shannon Newman  
Associate Director of Purchasing & Auxiliary Services

FROM: Kristin Yosanovich  
Director of Nursing

RE: Sole Source Purchase Justification

Please accept this request to purchase the ATI Virtual Review RN package for \$12,250.00, funded by PATH grant funds approved in the budget.

ATI provides a unique self-paced 12-week review course for targeted Associate Degree nursing students who require extra prep to pass the NCLEX-RN state licensure examination. The ATI Virtual Review guarantees a master's prepared nurse educator to review important concepts to students who have had to repeat a course in the Associate Degree nursing program. The ATI product is aligned with the National Council State Board of Nursing (NCSBN) NCLEX-RN content areas. Using this product to completion guarantees the ADN graduates a 99% success rate on the NCLEX-RN state board licensure exam. ATI is the industry standard for the National Council State Board of Nursing (NCSBN) and directly affects John A. Logan College's nursing pass rate.

Department Approval Signature: \_\_\_\_\_

*Kristin Yosanovich*

**JOHN A. LOGAN COLLEGE  
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

**8.B –Assessment Technologies Institute (ATI) Virtual Review**

---

**1. REASON FOR CONSIDERATION**

Assessment Technologies Institute (ATI), LLC, provides a 12-week review course for targeted Associate Degree nursing students that require extra prep to pass the NCLEX-RN state licensure examination.

These services would be provided by the ICCB PATH grant for \$12,250.00.

**2. BACKGROUND INFORMATION**

The ATI Virtual Review is a self-paced 12-week review course for the NCLEX-RN state licensure examination. ATI guarantees a master's prepared nurse educator to review important concepts covered in the Associate Degree nursing program. The ATI product is aligned with the National Council State Board of Nursing (NCSBN) NCLEX-RN content areas. Using this product to "green light" completion guarantees the ADN graduates a 99% success rate on NCLEX-RN state board licensure exam on the first attempt. ATI is the industry standard for the National Council State Board of Nursing (NCSBN) and has a direct effect on John A. Logan College's continued nursing pass rate.

**3. RECOMMENDATION**

That the Board of Trustees approves the ATI Virtual Review package provided through the Assessment Technology Institute (ATI), LLC, in the amount of \$12,250.00.

**Staff Contact:** Kristin Yosanovich, Dean of Health Sciences and Director of Nursing

**QUOTE**



**Client Executive:** Tierney O'Brien  
**Phone:**  
**Email:** Tierney.O'Brien@atitesting.com

<b>Bill To:</b> Marilyn Falaster 700 Logan College Road Carterville, IL 62918 United States	<b>Ship To:</b> Marilyn Falaster 700 Logan College Road Nursing Dept Carterville, IL 62918 United States	<b>Customer:</b> John A Logan ADN <b>Customer ID:</b> 2882 <b>Quote Date:</b> 3/5/2025 <b>Quote Total:</b> \$12,250.00
---	---	---

Cohort Name	Est. # of Students	Price Per Student	First Installment Date	Cohort Total
No Cohort Assigned	35	\$350.00	March 2025	\$12,250.00

\*Estimated number of students at time of quoting. This number is subject to change based on enrollment updates.

Product	Quantity	Price Per Unit	Extended Amount
Virtual 2.0-ATI RN	35	350	\$12,250.00

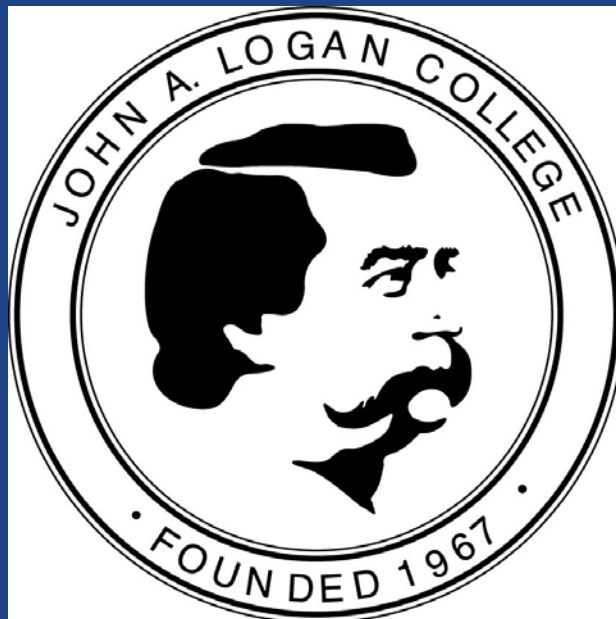
**Installment Schedule**

Expected Invoice Date	Est. # of Students	Installment Price Per Student	Installment Amount
No Cohort Assigned - Institution Pay			
March 2025	35	\$350.00	\$12,250.00

<b>Subtotal</b>	\$12,250.00
<b>Estimated Tax</b>	\$0.00
<b>Total</b>	\$12,250.00
<b>Payment Terms</b>	Net 30

# Consent Agenda Item 8.C

## C & E Wing Furniture Purchase



**JOHN A. LOGAN COLLEGE CONSENT  
AGENDA ITEM FOR BOARD APPROVAL**

**8.C – C & E Wing Furniture Purchases**

---

**1. REASON FOR CONSIDERATION**

New furniture is needed for the newly renovated spaces from the C and E Wing Renovation project.

**2. BACKGROUND INFORMATION**

As the C and E Wing renovations progress to completion, the College realized the project, which was designed over 3 years ago, did not include new furniture or technology for the academic spaces covered in the Capital Development Board project.

The College plans to budget for the necessary furniture and technology podium purchases in the FY26 budget plan. These purchases, however, are known to have abnormally long lead times of 8+ weeks for delivery. To ensure the areas are ready for use this fall semester, and considering the new fiscal year does not begin until July 1, we request Board approval to post-date the purchase orders to July 1, place the orders before the end of this fiscal year FY25, with product to be held by our Stiles Office Solutions and Computer Comforts, Inc. partners until July 1, 2025 so we do not receive any product, nor will we be invoiced, before the new fiscal year begins. This will prevent installation delays and allow the College to finalize these academic spaces for the JALC STEM Tutoring Center, faculty offices, classrooms, and the corridor lounge in time for the start of the fall semester.

The two quotes from Stiles OS purchase are quoted at \$48,868.59 and \$72,111.16 utilizing IPHEC contract pricing and the Computer Comforts, Inc. purchase, is quoted at \$8,321.00 utilizing a TIPS-USA contract totaling \$129,300.75 to be funded with FY26 funds from Fund 02. This also considers the Board will approve the FY26 budget plan as it will be presented regarding these purchases.

**3. RECOMMENDATION**

That the Board approves the furniture and technology purchases for the C and E Wing renovated spaces to be ordered in FY25 to be delivered and installed after July 1, 2025 and charged to the FY26 budget in Fund 02 from Stiles Office Solutions for \$120,979.75 and Computer Comforts, Inc. for \$8,321.00 for a total cost of \$129,300.75.











**Staff Contact:** Dr. Susan LaPanne, VP of Business Services and CFO  
Jeremy Sargent, Assistant VP of Construction, Planning, & Facilities Management

























**JALC STEM TUTORING CENTER, ENCLAVE, OFFICES, C241 COMBINE**











Item	Qty.	Product	Unit	Sell Price	Extended
1 KL4 STEM TUTORING CENTER	1	<b>35K3672DTEAL</b> EVERYSYSPACE,36DX72W,TABLE DESK,EPSILON FRAME,ANGLED LEG,HPL GROMMET/CUTOUT X NO CUTOUT RIM PROFILE P MOLDED VINYL LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON RIM COLOR IM BRIGHTON LEG PAINT PRICE GROUP STD M STANDARD GROUP M,METALLIC PAINT COLOR 501 PLATINUM METALLIC FOOT PAINT PRICE GROUP STD M STANDARD GROUP M,METALLIC PAINT COLOR 501 PLATINUM METALLIC		\$1,410.72	\$1,410.72
2 KL8 STEM TUTORING CENTER	1	<b>AC72WSSR</b> FOOTPRINT,72W,UNDERSURFACE SUPPORT RAIL,USE W/66-72W SPAN		\$22.50	\$22.50
3 KL9 STEM TUTORING CENTER	4	<b>LFF18363SC</b> LF SERIES,18DX36W,STOR CAB,THREE HIGH,HINGE DR,NO SHELVES PULL F FULL LOCK KSB SPECIFY CORE SEPARATELY,BLACK BASE HEIGHT 2 2" HIGH BASE PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$726.54	\$2,906.16
4 KL9 STEM TUTORING CENTER	8	<b>LFF1836SH</b> LF SERIES,18DX36W,STORAGE,OVERFILE SHELF PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$53.98	\$431.84
5 KL9 STEM TUTORING CENTER	2	<b>SS1872LFTL</b> UNIVERSAL,18DX72W,SURFACE,1 3/16T,LATERAL FILE,LAMINATE RIM PROFILE P 1/8" MOLDED VIN LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON RIM COLOR IM BRIGHTON		\$362.48	\$724.96
6 KLT STEM TUTORING CENTER	3	<b>75K2028CFCLM</b> DOCK,20DX28H,BASE FOR 24D TP,BLADE C-LEG,FIXED HT PAIR,CASTR COLUMN COLOR 501 PLATINUM METALLIC FOOT COLOR 501 PLATINUM METALLIC CASTER COLOR C45 BLACK CASTER		\$266.74	\$800.22
7 KLT STEM TUTORING CENTER	2	<b>75K2460RTL</b> DOCK,24DX60W,TRAINING TABLE,RECTANGULAR TOP,HPL,P RIM RIM PROFILE P 1/8" MOLDED VIN GROMMET X NO GROMMET SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$185.97	\$371.94
8 KLT STEM TUTORING CENTER	1	<b>75K2484RTL</b> DOCK,24DX84W,TRAINING TABLE,RECTANGULAR TOP,HPL,P RIM RIM PROFILE P 1/8" MOLDED VIN GROMMET X NO GROMMET SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$258.46	\$258.46











Item	Qty.	Product	Unit	Sell Price	Extended
9 NL1 STEM TUTORING CENTER	3	<b>N36G4M</b> DITTO,GUEST STACKER,PLASTIC SEAT,PACKAGE OF 4 SHELL COLOR 201 WHITE GLIDE STD STANDARD HARD GLIDE		\$431.73	\$1,295.19
10 KL8 STEM TUTORING CENTER	4	<b>KSCD235</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 235		\$10.03	\$40.12
11 KLT C235E	2	<b>74K3030SQL</b> DOCK,30DX30W,MEETING TABLE TOP,SQUARE,HPL,P RIM RIM PROFILE P 1/8" MOLDED VIN GROMMET X NO GROMMET SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$235.22	\$470.44
12 KLT C235E	2	<b>74K2628CFXM</b> DOCK,26DX26WX28H,BLADE X BASE,WORKSURFACE HGT,MOBILE,PAINT COLUMN COLOR 501 PLATINUM METALLIC FOOT/BRIDGE COLOR 501 PLATINUM METALLIC CASTER COLOR C45 BLACK CASTER		\$304.56	\$609.12
13 NL1 CHAIRS	1	<b>N36G4M</b> DITTO,GUEST STACKER,PLASTIC SEAT,PACKAGE OF 4 SHELL COLOR 201 WHITE GLIDE STD STANDARD HARD GLIDE		\$431.73	\$431.73
14 KL8 C325A	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1LMB G1,LEFT, MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23	\$287.23
15 KL8 C325A	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE PULL ARCS01 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30
16 KL8 C325A	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65	\$79.65
17 KL8 C325A	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67	\$134.67
18 KL8 C325A	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54	\$187.54
19 KL8 C325A	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE PULL ARCS01 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69	\$234.69
20 KL8 C325A	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76










Item	Qty.	Product	Sell Price	
			Unit	Extended
27 KL8 C325A	2	<b>KSCD002</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 002	\$10.03	\$20.06
22 KL8 C325A	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE	\$356.59	\$356.59
23 KL1 C325A	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER <i>SEAT UPHOLSTERY GRADE</i> 3 GRADE 3 <i>SEAT UPHOLSTERY PATTERN COLOR</i> 41310 SILVERTEX SAPPHIRE	\$407.40	\$407.40
24 KLB C235B	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL <i>RIM PROFILE</i> P 1/8" MOLDED VIN <i>WORKSURFACE GROMMET</i> G1LMB G1,LEFT, MATTE BLACK <i>SURFACE LAMINATE PRICE GROUP</i> STD STANDARD GROUP 1 <i>LAMINATE COLOR</i> IM BRIGHTON <i>VIN RIM COLOR</i> IM BRIGHTON	\$287.23	\$287.23
25 KL8 C235B	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE <i>PULL</i> ARC501 ARC,PLATINUM METALLIC <i>LOCK</i> KSB SPECIFY CORE SEPARATELY <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE	\$273.30	\$273.30
26 KL8 C235B	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE	\$79.65	\$79.65
27 KL8 C235B	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE	\$134.67	\$134.67
28 KLB C235B	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL <i>APPLICATION</i> E EXTENSION <i>RIM PROFILE</i> P 1/8" MOLDED VIN <i>WORKSURFACE GROMMET</i> G1CMB G1,CENTER,MATTE BLACK <i>SURFACE LAMINATE PRICE GROUP</i> STD STANDARD GROUP 1 <i>LAMINATE COLOR</i> IM BRIGHTON <i>VIN RIM COLOR</i> IM BRIGHTON	\$187.54	\$187.54
29 KL8 C235B	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE <i>PULL</i> ARC501 ARC,PLATINUM METALLIC <i>LOCK</i> KSB SPECIFY CORE SEPARATELY <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE	\$234.69	\$234.69
30 KL8 C235B	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET	\$6.38	\$12.76
31 KL8 C235B	2	<b>KSCD003</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 003	\$10.03	\$20.06
32 KL8 C235B	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE	\$356.59	\$356.59
33 KL1 C235B	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER <i>SEAT UPHOLSTERY GRADE</i> 3 GRADE 3 <i>SEAT UPHOLSTERY PATTERN COLOR</i> 41310 SILVERTEX SAPPHIRE	\$407.40	\$407.40

Item	Qty.	Product	Unit	Sell Price	Extended
34 KLB C235C	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL  RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1RMB G1,RIGHT,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23	\$287.23
35 KLB C235C	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30
36 KLB C235C	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65	\$79.65
37 KLB C235C	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67	\$134.67
38 KLB C235C	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL  APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54	\$187.54
39 KLB C235C	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69	\$234.69
40 KLB C235C	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76
41 KLB C235C	2	<b>KSCD004</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 004		\$10.03	\$20.06
42 KLB C235C	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$356.59	\$356.59
43 KL1 C235C	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER  SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40
44 KLB C235F	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL  RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1RMB G1,RIGHT,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23	\$287.23
45 KLB C235F	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30











Item	Qty.	Product	Unit	Sell Price	
				Extended	
46 KL8 C235F	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$79.65	\$79.65
47 KL8 C235F	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$134.67	\$134.67
48 KLB C235F	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL <i>APPLICATION</i> E EXTENSION <i>RIM PROFILE</i> P 1/8" MOLDED VIN <i>WORKSURFACE GROMMET</i> G1CMB G1,CENTER,MATTE BLACK <i>SURFACE LAMINATE PRICE GROUP</i> STD STANDARD GROUP 1 <i>LAMINATE COLOR</i> IM BRIGHTON <i>VIN RIM COLOR</i> IM BRIGHTON		\$187.54	\$187.54
49 KL8 C235F	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE <i>PULL</i> ARC501 ARC,PLATINUM METALLIC <i>LOCK</i> KSB SPECIFY CORE SEPARATELY <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$234.69	\$234.69
50 KL8 C235F	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76
51 KL8 C235F	2	<b>KSCD005</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 005		\$10.03	\$20.06
52 KL8 C235F	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$356.59	\$356.59
53 KL1 C235F	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER <i>SEAT UPHOLSTERY GRADE</i> 3 GRADE 3 <i>SEAT UPHOLSTERY PATTERN COLOR</i> 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40
54 KLB C235G	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL <i>RIM PROFILE</i> P 1/8" MOLDED VIN <i>WORKSURFACE GROMMET</i> G1RMB G1,RIGHT,MATTE BLACK <i>SURFACE LAMINATE PRICE GROUP</i> STD STANDARD GROUP 1 <i>LAMINATE COLOR</i> IM BRIGHTON <i>VIN RIM COLOR</i> IM BRIGHTON		\$287.23	\$287.23
55 KL8 C235G	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE <i>PULL</i> ARC501 ARC,PLATINUM METALLIC <i>LOCK</i> KSB SPECIFY CORE SEPARATELY <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$273.30	\$273.30
56 KL8 C235G	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$79.65	\$79.65
57 KL8 C235G	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$134.67	\$134.67











Item	Qty.	Product	Unit	Sell Price	Extended
58 KL8 C235G	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL  APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54	\$187.54
59 KL8 C235G	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69	\$234.69
60 KL8 C235G	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76
61 KL8 C235G	2	<b>KSCD006</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 006		\$10.03	\$20.06
62 KL8 C235G	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$356.59	\$356.59
63 KL1 C235G	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER  SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40
64 NL1 CHAIRS	1	<b>N36G4M</b> DITTO,GUEST STACKER,PLASTIC SEAT,PACKAGE OF 4  SHELL COLOR 201 WHITE GLIDE STD STANDARD HARD GLIDE		\$431.73	\$431.73
65 NL1 CHAIRS	1	<b>N36GM</b> DITTO,GUEST STACKER,PLASTIC SEAT  SHELL COLOR 201 WHITE GLIDE STD STANDARD HARD GLIDE		\$138.58	\$138.58
66 KL8 C238A	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL  RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1RMB G1,RIGHT,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23	\$287.23
67 KL8 C238A	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67	\$134.67
68 KL8 C238A	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65	\$79.65
69 KL8 C238A	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30











Item	Qty.	Product	Unit	Sell Price
				Extended
70 KLB C238A	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL  APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54 \$187.54
71 KL8 C238A	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69 \$234.69
72 KL8 C238A	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38 \$12.76
73 KL8 C238A	2	<b>KSCD230</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 230		\$10.03 \$20.06
74 KL1 C238A	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER  SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40 \$407.40
75 KL8 C238A	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$356.59 \$356.59
76 KLB C238B	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL  RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1LMB G1,LEFT, MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23 \$287.23
77 KL8 C238B	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67 \$134.67
78 KL8 C238B	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL  PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65 \$79.65
79 KL8 C238B	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30 \$273.30
80 KLB C238B	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL  APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54 \$187.54
81 KL8 C238B	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE  PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69 \$234.69

Item	Qty.	Product	Unit	Sell Price	Extended
82 KL8 C238B	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76
83 KL8 C238B	2	<b>KSCD231</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 231		\$10.03	\$20.06
84 KL1 C238B	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40
85 KL8 C238B	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$356.59	\$356.59
86 KLB C238C	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1LMB G1,LEFT, MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23	\$287.23
87 KL8 C238C	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67	\$134.67
88 KL8 C238C	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65	\$79.65
89 KL8 C238C	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30
90 KLB C238C	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54	\$187.54
91 KL8 C238C	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69	\$234.69
92 KL8 C238C	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76
93 KL8 C238C	2	<b>KSCD232</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 232		\$10.03	\$20.06
94 KL1 C238C	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40












Item	Qty.	Product	Unit	Sell Price
				Extended
95 KL8 C238C	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$356.59 \$356.59
96 KLB C238D	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL <i>RIM PROFILE</i> P 1/8" MOLDED VIN <i>WORKSURFACE GROMMET</i> G1RMB G1,RIGHT,MATTE BLACK <i>SURFACE LAMINATE PRICE GROUP</i> STD STANDARD GROUP 1 <i>LAMINATE COLOR</i> IM BRIGHTON <i>VIN RIM COLOR</i> IM BRIGHTON		\$287.23 \$287.23
97 KL8 C238D	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$134.67 \$134.67
98 KL8 C238D	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$79.65 \$79.65
99 KL8 C238D	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE <i>PULL</i> ARCS01 ARC,PLATINUM METALLIC <i>LOCK</i> KSB SPECIFY CORE SEPARATELY <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$273.30 \$273.30
100 KLB C238D	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL <i>APPLICATION</i> E EXTENSION <i>RIM PROFILE</i> P 1/8" MOLDED VIN <i>WORKSURFACE GROMMET</i> G1CMB G1,CENTER,MATTE BLACK <i>SURFACE LAMINATE PRICE GROUP</i> STD STANDARD GROUP 1 <i>LAMINATE COLOR</i> IM BRIGHTON <i>VIN RIM COLOR</i> IM BRIGHTON		\$187.54 \$187.54
101 KL8 C238D	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE <i>PULL</i> ARCS01 ARC,PLATINUM METALLIC <i>LOCK</i> KSB SPECIFY CORE SEPARATELY <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$234.69 \$234.69
102 KL8 C238D	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38 \$12.76
103 KL8 C238D	2	<b>KSCD233</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 233		\$10.03 \$20.06
104 KL1 C238D	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER <i>SEAT UPHOLSTERY GRADE</i> 3 GRADE 3 <i>SEAT UPHOLSTERY PATTERN COLOR</i> 41310 SILVERTEX SAPPHIRE		\$407.40 \$407.40
105 KL8 C238D	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF <i>PAINT PRICE GROUP</i> STD STANDARD GROUP 1,NON-METALLIC <i>PAINT COLOR</i> 461 GRAPHITE		\$356.59 \$356.59
106 KLB C238E	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL <i>RIM PROFILE</i> P 1/8" MOLDED VIN <i>WORKSURFACE GROMMET</i> G1RMB G1,RIGHT,MATTE BLACK <i>SURFACE LAMINATE PRICE GROUP</i> STD STANDARD GROUP 1 <i>LAMINATE COLOR</i> IM BRIGHTON <i>VIN RIM COLOR</i> IM BRIGHTON		\$287.23 \$287.23

Item	Qty.	Product	Unit	Sell Price	Extended
107 KL8 C238E	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67	\$134.67
108 KL8 C238E	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65	\$79.65
109 KL8 C238E	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30
110 KL8 C238E	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54	\$187.54
111 KL8 C238E	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69	\$234.69
112 KL8 C238E	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76
113 KL8 C238E	2	<b>KSCD234</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 234		\$10.03	\$20.06
114 KL1 C238E	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40
115 KL8 C238E	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$356.59	\$356.59
116 KL8 C238F	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1RMB G1,RIGHT,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23	\$287.23
117 KL8 C238F	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67	\$134.67
118 KL8 C238F	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65	\$79.65

Item	Qty.	Product	Unit	Sell Price	Extended
119 KL8 C238F	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30
120 KL8 C238F	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54	\$187.54
121 KL8 C238F	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$234.69	\$234.69
122 KL8 C238F	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET		\$6.38	\$12.76
123 KL8 C238F	2	<b>KSCD235</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 235		\$10.03	\$20.06
124 KL1 C238F	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40
125 KL8 C238F	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$356.59	\$356.59
126 KL8 C238G	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1RMB G1,RIGHT,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$287.23	\$287.23
127 KL8 C238G	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$134.67	\$134.67
128 KL8 C238G	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$79.65	\$79.65
129 KL8 C238G	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE PULL ARC501 ARC,PLATINUM METALLIC LOCK KSB SPECIFY CORE SEPARATELY PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$273.30	\$273.30
130 KL8 C238G	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL APPLICATION E EXTENSION RIM PROFILE P 1/8" MOLDED VIN WORKSURFACE GROMMET G1CMB G1,CENTER,MATTE BLACK SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$187.54	\$187.54

Item	Qty.	Product	Unit	Sell Price	Extended	
131 KL8 C238G	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE  PULL LOCK PAINT PRICE GROUP PAINT COLOR	ARC501 KSB STD 461	ARC,PLATINUM METALLIC SPECIFY CORE SEPARATELY STANDARD GROUP 1,NON-METALLIC GRAPHITE	\$234.69	\$234.69
132 KL8 C238G	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET			\$6.38	\$12.76
133 KL8 C238G	2	<b>KSCD236</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 236			\$10.03	\$20.06
134 KL1 C238G	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER  SEAT UPHOLSTERY GRADE SEAT UPHOLSTERY PATTERN COLOR	3 41310	GRADE 3 SILVERTEX SAPPHIRE	\$407.40	\$407.40
135 KL8 C238G	1	<b>12S3642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF  PAINT PRICE GROUP PAINT COLOR	STD 461	STANDARD GROUP 1,NON-METALLIC GRAPHITE	\$356.59	\$356.59
136 KLB C238H	1	<b>53K3066WSSL</b> PRIORITY,30DX66W,SURFACE,RECTANGLE,HPL  RIM PROFILE WORKSURFACE GROMMET SURFACE LAMINATE PRICE GROUP LAMINATE COLOR VIN RIM COLOR	P G1LMB STD IM IM	1/8" MOLDED VIN G1,LEFT, MATTE BLACK STANDARD GROUP 1 BRIGHTON BRIGHTON	\$287.23	\$287.23
137 KL8 C238H	1	<b>IF3027F</b> FOOTPRINT,30DX27H,SUPPORT,FULL END PANEL,METAL  PAINT PRICE GROUP PAINT COLOR	STD 461	STANDARD GROUP 1,NON-METALLIC GRAPHITE	\$134.67	\$134.67
138 KL8 C238H	1	<b>IF5023M</b> FOOTPRINT,50WX23H,MODESTY PANEL,METAL  PAINT PRICE GROUP PAINT COLOR	STD 461	STANDARD GROUP 1,NON-METALLIC GRAPHITE	\$79.65	\$79.65
139 KL8 C238H	1	<b>12S3015PUBBFM</b> FOOTPRINT METAL,30DX15WX27H,UNDERSURF,FLOOR,BOX/BOX/FILE  PULL LOCK PAINT PRICE GROUP PAINT COLOR	ARC501 KSB STD 461	ARC,PLATINUM METALLIC SPECIFY CORE SEPARATELY STANDARD GROUP 1,NON-METALLIC GRAPHITE	\$273.30	\$273.30
140 KLB C238H	1	<b>53K2448WSSFBL</b> PRIORITY,24DX48W,SURFACE,RECTANGLE,FRONT/BACK GRAIN,HPL  APPLICATION RIM PROFILE WORKSURFACE GROMMET SURFACE LAMINATE PRICE GROUP LAMINATE COLOR VIN RIM COLOR	E P G1CMB STD IM IM	EXTENSION 1/8" MOLDED VIN G1,CENTER,MATTE BLACK STANDARD GROUP 1 BRIGHTON BRIGHTON	\$187.54	\$187.54
141 KL8 C238H	1	<b>12S2415PUFFM</b> FOOTPRINT METAL,24DX15WX27H,UNDERSURF,FLOOR,FILE/FILE  PULL LOCK PAINT PRICE GROUP PAINT COLOR	ARC501 KSB STD 461	ARC,PLATINUM METALLIC SPECIFY CORE SEPARATELY STANDARD GROUP 1,NON-METALLIC GRAPHITE	\$234.69	\$234.69
142 KL8 C238H	2	<b>IBF1</b> FOOTPRINT,FLAT BRACKET			\$6.38	\$12.76

Item	Qty.	Product	Unit	Sell Price	Extended
143 KL8 C238H	2	<b>KSCD237</b> LOCK CORE,BLACK CORE WITH BLACK HINGED KEY,KEY 237		\$10.03	\$20.06
144 KL1 C238H	1	<b>K56TMBUB4LSL</b> JOYA,TASK,24/7 USE,BLACK MESH BACK,2D ARM,4 POS LOCK,SLIDER SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE		\$407.40	\$407.40
145 KL8 C238H	1	<b>1253642BCO</b> FOOTPRINT METAL,36WX42H,STORAGE,BOOKCASE,3 SHELF PAINT PRICE GROUP STD STANDARD GROUP 1,NON-METALLIC PAINT COLOR 461 GRAPHITE		\$356.59	\$356.59
146 NL1 CHAIRS	2	<b>N36G4M</b> DITTO,GUEST STACKER,PLASTIC SEAT,PACKAGE OF 4 SHELL COLOR 201 WHITE GLIDE STD STANDARD HARD GLIDE		\$431.73	\$863.46
147 KL1 C241 STEM	2	<b>K601AACL</b> VILLA,LOUNGE,ONE-SEAT,4 INCH ARMS,ARM CAP,LAMINATE BACK UPHOLSTERY GRADE MAFE MAYER GRADE E BACK UPHOLSTERY PATTERN COLOR TS_006 TRUSS ALUMINUM SEAT UPHOLSTERY GRADE MHME MAHARAM GRADE E SEAT UPHOLSTERY PATTERN COLOR 466597_011 STRUCTURE SKYSCRAPER ARM UPHOLSTERY GRADE MAFE MAYER GRADE E PRIMARY UPH PATTERN COLOR TS_006 TRUSS ALUMINUM LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON SEAT CUSHION STD STANDARD POWER GROMMET X NO POWER GROMMET LEG STYLE/COLOR S501 SQUARE METAL,PLATINUM METALLIC		\$1,633.13	\$3,266.26
148 KL1 C241 STEM	1	<b>K60TL292918L</b> VILLA,CORNER TABLE,29DX29W,HPL CHASSIS,LAMINATE TOP LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON GROMMET X NO GROMMET LEG STYLE/COLOR S501 SQUARE METAL,PLATINUM METALLIC		\$835.67	\$835.67
149 KL1 C241 STEM	1	<b>K602</b> VILLA,LOUNGE,TWO-SEAT,NO ARMS BACK UPHOLSTERY GRADE MAFE MAYER GRADE E BACK UPHOLSTERY PATTERN COLOR TS_006 TRUSS ALUMINUM SEAT UPHOLSTERY GRADE MHME MAHARAM GRADE E SEAT UPHOLSTERY PATTERN COLOR 466597_011 STRUCTURE SKYSCRAPER SEAT CUSHION STD STANDARD POWER GROMMET X NO POWER GROMMET LEG STYLE/COLOR S501 SQUARE METAL,PLATINUM METALLIC		\$1,631.16	\$1,631.16
150 KLT C241 STEM	1	<b>74K42RDL</b> DOCK,42DIA,MEETING TABLE TOP,ROUND,HPL,P RIM RIM PROFILE P 1/8" MOLDED VIN GROMMET X NO GROMMET SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$283.68	\$283.68
151 KLT C241 STEM	1	<b>74K3228CFX</b> DOCK,32DX32WX28H,BLADE X BASE,WORKSURFACE HEIGHT,PAINT COLUMN COLOR 501 PLATINUM METALLIC FOOT/BRIDGE COLOR 501 PLATINUM METALLIC		\$291.17	\$291.17
152 NL1 C241 STEM	1	<b>N36G4M</b> DITTO,GUEST STACKER,PLASTIC SEAT,PACKAGE OF 4 SHELL COLOR 202 LIGHT GREY GLIDE STD STANDARD HARD GLIDE		\$431.73	\$431.73
153	1	<b>INSTALL</b> INSTALLATION BY STILES		\$5,001.18	\$5,001.18

Item	Qty.	Product	Unit	Sell Price Extended
<b>Totals:</b>				<b>\$48,868.59</b>

*Thank You For This Opportunity,*

*Amber Baril*

**Amber Baril**

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### C&E Renovations Corridor Lounge Furniture

Item	Qty.	Product	Unit	Sell Price	Extended	
1 KL1 1 SEATER	6	<b>K601AACL</b> VILLA, LOUNGE, ONE-SEAT, 4 INCH ARMS, ARM CAP, LAMINATE  BACK UPHOLSTERY GRADE BACK UPHOLSTERY PATTERN COLOR SEAT UPHOLSTERY GRADE SEAT UPHOLSTERY PATTERN COLOR ARM UPHOLSTERY GRADE PRIMARY UPH PATTERN COLOR LAMINATE PRICE GROUP LAMINATE COLOR SEAT CUSHION POWER GROMMET LEG STYLE/COLOR	MOMC 09486838 3 41310 MOMC 09486838 STD IM STD X Y501	MOMENTUM GRADE C VANGUARD CV POLARIS GRADE 3 SILVERTEX SAPPHIRE MOMENTUM GRADE C VANGUARD CV POLARIS STANDARD GROUP 1 BRIGHTON STANDARD NO POWER GROMMET Y METAL, PLATINUM METALLIC	\$1,415.26	\$8,491.56
2 KL1 2 SEATER	4	<b>K602AACL</b> VILLA, LOUNGE, TWO-SEAT, 4 INCH ARMS, ARM CAP, LAMINATE  BACK UPHOLSTERY GRADE BACK UPHOLSTERY PATTERN COLOR SEAT UPHOLSTERY GRADE SEAT UPHOLSTERY PATTERN COLOR ARM UPHOLSTERY GRADE PRIMARY UPH PATTERN COLOR LAMINATE PRICE GROUP LAMINATE COLOR SEAT CUSHION POWER GROMMET LEG STYLE/COLOR	MOMC 09486838 3 41310 MOMC 09486838 STD IM STD X Y501	MOMENTUM GRADE C VANGUARD CV POLARIS GRADE 3 SILVERTEX SAPPHIRE MOMENTUM GRADE C VANGUARD CV POLARIS STANDARD GROUP 1 BRIGHTON STANDARD NO POWER GROMMET Y METAL, PLATINUM METALLIC	\$1,846.16	\$7,384.64
3 KL1 3 SEATER	1	<b>K603AACL</b> VILLA, LOUNGE, THREE-SEAT, 4 INCH ARMS, ARM CAP, LAMINATE  BACK UPHOLSTERY GRADE BACK UPHOLSTERY PATTERN COLOR SEAT UPHOLSTERY GRADE SEAT UPHOLSTERY PATTERN COLOR ARM UPHOLSTERY GRADE PRIMARY UPH PATTERN COLOR LAMINATE PRICE GROUP LAMINATE COLOR SEAT CUSHION POWER GROMMET LEG STYLE/COLOR	MOMC 09486838 3 41310 MOMC 09486838 STD IM STD X Y501	MOMENTUM GRADE C VANGUARD CV POLARIS GRADE 3 SILVERTEX SAPPHIRE MOMENTUM GRADE C VANGUARD CV POLARIS STANDARD GROUP 1 BRIGHTON STANDARD NO POWER GROMMET Y METAL, PLATINUM METALLIC	\$2,212.38	\$2,212.38
4 KL1 OTTOMAN	8	<b>K92SO181818L</b> JOELLE, OTTOMAN, SQUARE, 18DX18WX18H, HPL TOP  PRIMARY UPHOLSTERY GRADE PRIMARY UPH PATTERN COLOR THREAD COLOR RIM PROFILE SURFACE LAMINATE PRICE GROUP LAMINATE COLOR PULL LEATHER COLOR CASTER/GLIDE	3 41310 MATCH P STD IM X C22	GRADE 3 SILVERTEX SAPPHIRE CLOSEST MATCH 1/8" MOLDED VIN STANDARD GROUP 1 BRIGHTON NONE 3/4" SOFT GLIDE	\$424.50	\$3,396.00
5 KLT	2	<b>74K2228RDBP</b> DOCK, 22 DIAMETER X 28H, DISC BASE, WORKSURFACE HEIGHT, PAINT  COLUMN COLOR DISC COLOR	501 501	PLATINUM METALLIC PLATINUM METALLIC	\$269.97	\$539.94
6 KLT	2	<b>74K2448SRTL</b> DOCK, 24DX48W, MEETING TABLE TOP, SOFT RECTANGLE, HPL, P RIM  RIM PROFILE SURFACE LAMINATE PRICE GROUP LAMINATE COLOR VIN RIM COLOR	P STD IM IM	1/8" MOLDED VIN STANDARD GROUP 1 BRIGHTON BRIGHTON	\$147.02	\$294.04

Item	Qty.	Product	Unit	Sell Price	Extended
7 KLT	2	<b>74K3228CFX</b> DOCK,32DX32WX28H,BLADE X BASE,WORKSURFACE HEIGHT,PAINT COLUMN COLOR 501 PLATINUM METALLIC FOOT/BRIDGE COLOR 501 PLATINUM METALLIC		\$277.87	\$555.74
8 KLT	2	<b>74K42RDL</b> DOCK,42DIA,MEETING TABLE TOP,ROUND,HPL,P RIM RIM PROFILE P 1/8" MOLDED VIN GROMMET X NO GROMMET SURFACE LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON VIN RIM COLOR IM BRIGHTON		\$270.72	\$541.44
9 NL1	8	<b>N36GM</b> DITTO,GUEST STACKER,PLASTIC SEAT SHELL COLOR 202 LIGHT GREY GLIDE C56 SOFT GLIDE		\$142.20	\$1,137.60
10 NL1	1	<b>N93MBH2MDPX</b> FRINGE,MID BOOTH,2 SEAT,DOUBLE-SIDE,PLINTH BASE,CONTRAST BACK UPHOLSTERY GRADE MOMC MOMENTUM GRADE C BACK UPHOLSTERY PATTERN COLOR 09486838 VANGUARD CV POLARIS LUMBAR UPHOLSTERY GRADE MOMC MOMENTUM GRADE C LUMBAR UPHOLSTERY PATTERN COLO 09486838 VANGUARD CV POLARIS SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE FRONT SEAT GROMMET X NO FRONT SEAT GROMMET GLIDE C10 SOFT GLIDE		\$2,009.76	\$2,009.76
11 NL1	2	<b>N93MBH2MSPX</b> FRINGE,MID BOOTH,2 SEAT,SINGLE-SIDE,PLINTH BASE,CONTRAST BACK UPHOLSTERY GRADE MOMC MOMENTUM GRADE C BACK UPHOLSTERY PATTERN COLOR 09486838 VANGUARD CV POLARIS LUMBAR UPHOLSTERY GRADE MOMC MOMENTUM GRADE C LUMBAR UPHOLSTERY PATTERN COLO 09486838 VANGUARD CV POLARIS EXTREME BACK UPH GRADE MOMC MOMENTUM GRADE C EXTREME BACK UPH PATTERN COLOR 09486838 VANGUARD CV POLARIS SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE FRONT SEAT GROMMET X NO FRONT SEAT GROMMET GLIDE C10 SOFT GLIDE		\$1,529.44	\$3,058.88
12 KL1	11	<b>K602</b> VILLA,LOUNGE,TWO-SEAT,NO ARMS BACK UPHOLSTERY GRADE MOMC MOMENTUM GRADE C BACK UPHOLSTERY PATTERN COLOR 09486838 VANGUARD CV POLARIS SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE SEAT CUSHION STD STANDARD POWER GROMMET X NO POWER GROMMET LEG STYLE/COLOR Y501 Y METAL,PLATINUM METALLIC		\$1,423.54	\$15,658.94
13 KL1	11	<b>K601</b> VILLA,LOUNGE,ONE-SEAT,NO ARMS BACK UPHOLSTERY GRADE MOMC MOMENTUM GRADE C BACK UPHOLSTERY PATTERN COLOR 09486838 VANGUARD CV POLARIS SEAT UPHOLSTERY GRADE 3 GRADE 3 SEAT UPHOLSTERY PATTERN COLOR 41310 SILVERTEX SAPPHIRE SEAT CUSHION STD STANDARD POWER GROMMET X NO POWER GROMMET LEG STYLE/COLOR Y501 Y METAL,PLATINUM METALLIC		\$991.89	\$10,910.79
14 KL1	11	<b>K60TL291419L</b> VILLA,RECTANGLE TABLE,29DX14W,HPL CHASSIS,LAMINATE TOP LAMINATE PRICE GROUP STD STANDARD GROUP 1 LAMINATE COLOR IM BRIGHTON GROMMET X NO GROMMET LEG STYLE/COLOR Y501 Y METAL,PLATINUM METALLIC		\$745.98	\$8,205.78
15 NL1	3	<b>N36C2M</b> DITTO,COUNTER HEIGHT STOOL,PLASTIC SEAT,PACKAGE OF 2 SHELL COLOR 201 WHITE GLIDE C56 SOFT GLIDE		\$387.89	\$1,163.67



Item	Qty.	Product	Unit	Sell Price Extended
16 SOS	1	<b>INSTALL</b> DELIVERY AND INSTALLATION	\$6,550.00	\$6,550.00

**Totals: \$72,111.16**

**Thank You For This Opportunity,**

*Amber Baril*

**Amber Baril**

**abaril@stilesos.com**

**Stiles Office Solutions, Inc.**

*Make Requisition To: IPHEC Vendor  
Kimball Office, Inc.  
C/O Stiles Office Solutions, Inc.  
1600 Royal Street  
Jasper, IN 47549  
**IPHEC AGREEMENT #202717***



*Make SHIP To:  
Stiles Office Solutions, Inc.  
601 W. Industrial Park Road  
CARBONDALE, IL 62901*

Tax ID # 35-168820



Computer Comforts, Inc.  
 Chris Kolavo  
 367 Columbia Memorial Pkwy.  
 Kemah, TX 77565-3187  
 Phone: 815-464-7700  
 Mobile:  
 chris@computercomforts.com

John A. Logan College  
 Dustin Myers  
 700 Logan College Drive  
 Carterville, IL 62918  
 Phone: 618-985-2828  
 Mobile:  
 dustinmyers@jalc.edu

# PRICE QUOTE

Quote No: AAAQ22003-01  
 Quote Date: Feb 14, 2025  
 Valid For: 30 days  
 Pmt. Terms: NET 30  
 Lead Time: 7 - 8 Weeks  
 Ship Via: ASSY / BOXED

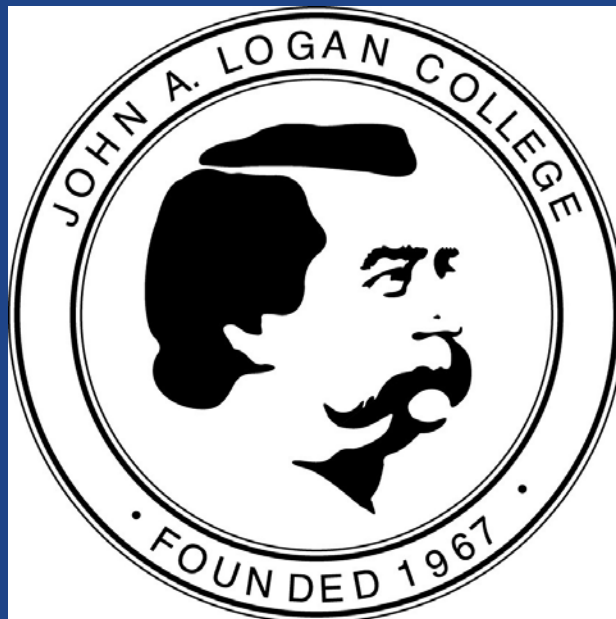
Qty	Part #	Description	Unit Price	Ext. Price
3	PL3-6030-EB7-ISU	SPECIAL Power-lift electric table with 3-stage leg 60W x 30D table top with full modesty panel. Also includes dual modesty panel Electronics Bay (Special 20.5" high) with removable locking rear access panel and wood slab back wall inside (for mounting components).	\$2,182.80	\$6,548.40
3	CCO-HOHL	Cable Cutout w/ith Grommet (3.25"). Centered half-of-half on the left.	\$19.80	\$59.40
3	CCO-HOHR	Cable Cutout with Grommet (3.25"). Centered half-of-half on the right.	\$19.80	\$59.40
3	BE0252022ZZ467B14472	Axil Z (4 Port) Power Interface. Configuration: 2 Power / 1 USB A + C / 1 Belay. Cord Length: 72". Finish: Matte Black Faceplate w/ Clear Anodized Housing & Black Plastic.	\$210.00	\$630.00
3	CUTOUT-POWER	Cutout for factory provided accessory (Axil). Confirm location with salesperson.	\$19.80	\$59.40
3	BAY-THIN-R-13-13-4.5	Horizontal CPU bay (mounted right). 13W x 13D x 4.5H.	\$79.80	\$239.40
<b>SubTotal</b>				<b>\$7,596.00</b>
3	AS/BX	Assemble and box charge (per table) for common carrier shipping method. Includes pre-assembled table at factory with shipping box and pallet.	\$30.00	\$90.00
1	SHIP-AS/BX	Shipping Estimate for tables assembled, boxed and palletized. Dock delivery only.	\$635.00	\$635.00
<b>SubTotal</b>				<b>\$725.00</b>

*TIPS-USA Contract*

<b>Laminate:</b> Wilsonart Black 1595-60	<b>Subtotal:</b>	\$7,596.00
<b>Paint:</b> Black	<b>Shipping / Assembly Summary:</b>	\$725.00
<b>Edging:</b> Black	<b>Grand Total:</b>	\$8,321.00
<b>Rack Box:</b> N/A	*A 3% convenience fee will be added to all credit card	
<b>Fabric:</b> N/A	<b>Credit Card Convenience Fee:</b>	\$249.63
	<b>Grand Total with Credit Card Convenience Fee:</b>	\$8,570.63

## Consent Agenda Item 8.D

### BHDG Boiler Replacement



**JOHN A. LOGAN COLLEGE  
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

**8.D – C125 BOILER REPLACEMENT**

---

**1. REASON FOR CONSIDERATION**

The C125 Boiler is over 50 years old. The College struggles to maintain it and keep it running due to its age and replacement parts becoming obsolete and difficult to source. Asbestos insulation on the piping and flue connected to the boiler will also need to be removed.

**2. BACKGROUND INFORMATION**

BHDG Architects Inc. has designed the project scope of work with consultation from WRF Engineers and Farmer Environmental Services, LLC. A formal bid process was conducted by BHDG, public advertisement released, and four (4) proposals were submitted at the bid opening conducted on March 12, 2025. BHDG's recommendation to move forward with Johannes Construction's proposal with a cost of \$319,900.00 will be accepted by the College with Board approval. Funding for the project is budgeted funds received from 2022 and 2023 Tax Levies.

**3. RECOMMENDATION**

That the Board of Trustees approves the C125 Boiler Replacement project and award the contract to Johannes Construction for a total cost of \$319,900.00 from budgeted funds received from 2022 and 2023 Tax Levies.

**Staff Contact:** Dr. Susan LaPanne, VP of Business Services and CFO  
Jeremy Sargent, Assistant VP of Construction, Planning, & Facilities Management  
Jeremy Mueller, Director of Buildings and Grounds

March 13, 2025

Mr. Jeremy Sargent, NCARB, AIA  
Assistant Vice-President of Construction, Planning, & Facilities Management  
John A. Logan College  
700 Logan College Drive  
Carterville, IL 62918

RE: C125 Boiler Replacement – Bid Award Recommendation

Dear Jeremy,

On Wednesday, March 12, 2025, bids were opened for the above referenced project. The project was advertised publicly, and four bids were received. The low base bid price was submitted by Johannes Construction, Inc. from Centralia, Illinois in the amount of \$319,900.00.

The base bid covered the removal of one of the two existing wetback steam boilers and replace with new equipment and associated controls. The existing boiler, flue insulation and pipe insulation contains asbestos and will be abated. The project also includes the removal and replacement of an existing exterior door to help facilitate the removal of the existing boiler and installation of the new equipment.

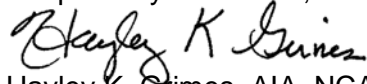
We conducted an evaluation of the contractor's bid package and believe their bid to be responsive and complete. All addenda have been acknowledged, all alternates applicable to the project have been included in the bid, a bid bond and bidder's certification form was included, and the bid package included no qualifications.

Additionally, we contacted Johannes Construction, Inc. to discuss their bid for the work. During that conversation, the contractor indicated that they felt confident they could complete the work in the identified timeline and had the capacity to do so.

Based upon our review of the bid package and subsequent conversation with the contractor, it is our opinion that Johannes Construction, Inc. is qualified to complete the project. It is our recommendation that the base bid be awarded to Johannes Construction, Inc. as the funding source budget allows.

The information contained herein and in the attached bid tabulation is provided to you for reference and use in your decision to award the contractor. As always, we appreciate the opportunity to continue working with John A. Logan College and look forward to the successful completion of this project.

Respectfully Submitted,



Hayley K. Grimes, AIA, NCARB, RID  
BHDG Architects, Inc.

cc. file



**BHDG Architects, Inc.**

2008 W. Main St., Suite B  
 Marion, Illinois 62959  
 Phone: 618-998-8015  
 Fax: 618-998-8032

**BID TABULATION SHEET**

PROJECT: C125 Boiler Replacement  
 OWNER: John A. Logan College  
 PROJECT NO: 24024  
 DATE: March 12, 2025  
 TRADE: **General Contract (all trades)**

CONTRACTOR	BID BOND	ADDENDA No. (1)	BASE BID		
A&W Plumbing and Heating, Inc	5%	Y	\$355,000.00		
Heartland Mechanical Contractors	\$3,782.00	N	\$424,100.00		
Johannes Construction, Inc	5%	Y	\$319,900.00		
HSG Mechanical Contractors, Inc	5%	Y	\$373,895.00		

Base Bid: Removal of one of the two existing wetback steam boilers and replace with new equipment and associated controls. The existing boiler, flue insulation and pipe insulation contains asbestos and will be abated. The project also includes the removal and replacement of an existing exterior door to help facilitate the removal of the existing boiler and installation of the new equipment.

DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: Johannes Construction, Inc.
- B. Project Name: C125 Boiler Replacement
- C. Project Location: 700 Logan College Drive, Carterville, IL 62918
- D. Owner: John. A. Logan College
- E. Architect: BHDG Architects, Inc.  
2008 W. Main Street, Suite B  
Marion, IL 62959  
618-998-8015
- F. Architect Project Number: 24024

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by BHDG Architects, Inc. and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:
  - 1. Three hundred and nineteen thousand nine hundred Dollars (\$ 319,900.00 ).
  - 2. The above amount may be modified by amounts indicated by the Bidder on the attached Document 004322 "Unit Prices Form."

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:
  - 1. 5% of Base Bid Dollars (\$ 5% of Bid ).
- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

A. The following companies shall execute subcontracts for the portions of the Work indicated:

1. Concrete Work: \_\_\_\_\_.
2. Site Work: \_\_\_\_\_.
3. Iron Work: \_\_\_\_\_.
4. Synthetic Turf Work: \_\_\_\_\_.
5. Insulation Work: \_\_\_\_\_.
6. Masonry Work: \_\_\_\_\_.
7. Plumbing Work: SL Piping \_\_\_\_\_.
8. HVAC Work: \_\_\_\_\_.
9. Electrical Work: Burke Electric \_\_\_\_\_.

1.5 TIME OF COMPLETION

A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work within 190 calendar days.

1.6 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 3/10/2025 \_\_\_\_\_.
2. Addendum No. 2, dated \_\_\_\_\_.
3. Addendum No. 3, dated \_\_\_\_\_.

1.7 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.

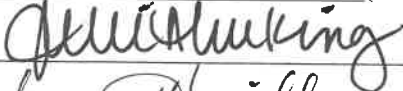

1. Bid Form Supplement - Unit Prices.
2. Bid Form Supplement - Bid Bond Form (AIA Document A310-2010).

1.8 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in the State of Illinois, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.



1.9 SUBMISSION OF BID

- A. Respectfully submitted this 12<sup>th</sup> day of March, 202~~4~~5
- B. Submitted By: Johannes Construction, Inc. (Name of bidding firm or corporation).
- C. Authorized Signature:  (Handwritten signature).
- D. Signed By: Richard Johannes (Type or print name).
- E. Title: President (Owner/Partner/President/Vice President).
- F. Witnessed By:  (Handwritten signature).
- G. Attest:  (Handwritten signature).
- H. By: Barbara Harville (Type or print name).
- I. Title: Corporate Secretary (Corporate Secretary or Assistant Secretary).
- J. Street Address: 1214 Hester Avenue
- K. City, State, Zip: Centralia, IL 62801
- L. Phone: 618-533-3069
- M. License No.: N/A
- N. Federal ID No.: 37-1262247 (Affix Corporate Seal Here).

END OF DOCUMENT 004113



**Conforms with The American Institute of Architects,  
A.I.A. Document A310 (2010 Edition)**

**Bid Bond**

**CONTRACTOR:**  
*(Name, legal status and address)*  
Johannes Construction, Inc.  
1214 Hester Ave.  
Centralia, IL 62801

**SURETY:**  
*(Name, legal status and principal place  
of business)*  
Old Republic Surety Company  
18500 W Corporate Dr, Ste 170  
Brookfield, WI 53045

**OWNER:**  
*(Name, legal status and address)*  
John A Logan College  
700 Logan College Drive  
Carterville, IL 62918

**BOND AMOUNT:**  
5% of the bid

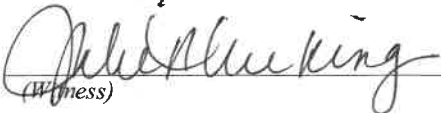
**PROJECT:**  
*(Name, location or address, and Project number, if any)*  
John A Logan College, 700 Logan College Drive, Carterville, IL 62918  
Boiler Replacement  
Project ID: 2025-0182

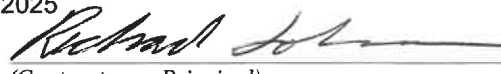
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.


If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 10th day of March, 2025

  
*(Witness)*

  
*(Contractor as Principal)* *(Seal)*  
Richard Johannes, President

  
*(Surety)*  
Kara M Haarmann, Attorney in Fact  
*(Title)*



This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.  
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.



# OLD REPUBLIC SURETY COMPANY

## POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint: **JEFFREY J. WEIS, KARA M. HAARMANN, LARRY J. WEIS, TIMOTHY L. WEIS, DAWN M. SCHUPPERT** of EFFINGHAM, IL

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds), as follows:

### ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 6th day of December, 2022

Karen J. Haffner  
Assistant Secretary



OLD REPUBLIC SURETY COMPANY

Alan Pavlic  
President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 6th day of December, 2022, personally came before me, Alan Pavlic and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Kathryn R. Pearson  
Notary Public

My Commission Expires: September 28, 2026  
(Expiration of notary's commission does not invalidate this instrument)

### CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

40-0650



Signed and sealed at the City of Brookfield, WI this 10th day of March, 2025

Karen J. Haffner  
Assistant Secretary

ORSC 22262 (3-06)

**PLEASE INSERT IN THE POWER-OF-ATTORNEY SECTION OF YOUR BOND KIT  
(INDIVIDUAL ACKNOWLEDGMENT)**

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me, a Notary Public within and for said county, personally appeared, \_\_\_\_\_ to me known to be the person described in and who executed the foregoing instrument, as Principal, and acknowledged to me that he executed the same as his free act and deed.

Notary Public \_\_\_\_\_ County \_\_\_\_\_

(Notarial Seal)

My Commission Expires \_\_\_\_\_

**CORPORATE ACKNOWLEDGMENT**

STATE OF Illinois )  
 ) SS  
 COUNTY OF Effingham )

On the 10th day of March, 2025, before me, personally appeared Richard Johannes to me known, who being by me duly sworn, did depose and say that he resides in Walnut Hill, IL, that he is the owner + President of the Johannes Construction, Inc. the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that he signed his name thereto by like order.



Julie Lueking  
 Notary Public Julie Lueking County Washington  
 My Commission Expires 7/28/2026

**ACKNOWLEDGMENT OF CORPORATE SURETY**

STATE OF Illinois )  
 ) SS  
 COUNTY OF Effingham )

On this 10th day of March, 2025, before me appeared Kara M Haarmann to me personally known, who being by me duly sworn, did say that he is the aforesaid officer or attorney in fact of the Old Republic Surety Company, a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its Board of Directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.



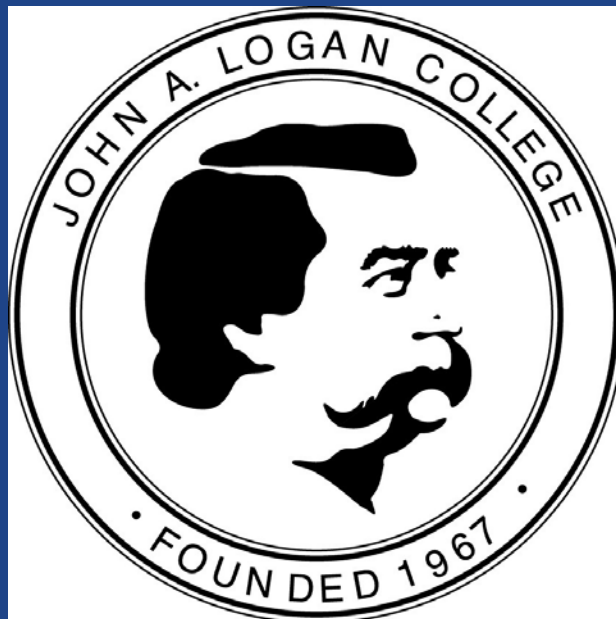
Erika R Tucker  
 Notary Public Erika R Tucker County Effingham  
 My Commission Expires 3/1/2026

**INSTRUCTIONS**

Most Bonds Filed In Illinois Require The Signature Of The Principal To Be Acknowledged By A Notary Public. Also, The Signature Of The Attorney-In-Fact Should Be Acknowledged By A Notary Public. On The Bond Form Itself There Should Be Two Witnesses To The Signature Of The Principal And Two Witnesses To The Attorney-In-Fact.

# Consent Agenda Item 8.E

## BHDG Transformer Replacement



**JOHN A. LOGAN COLLEGE  
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

**8.E – C125 TRANSFORMER REPLACEMENT**

---

**1. REASON FOR CONSIDERATION**

The C125 Transformer is over 20 years old. It was professionally inspected and determined none of the cooling fans were operational. Due to its age and condition, it is recommended to replace the transformer. The replacement transformer is planned to be installed outside of the building to decrease the risk of a fire event within the building.

**2. BACKGROUND INFORMATION**

BHDG Architects Inc. has designed the project scope of work with consultation from WRF Engineers. A formal bid process was conducted by BHDG, public advertisement released, and three (3) proposals were submitted at the bid opening conducted on March 12, 2025. BHDG's recommendation to move forward with W.J. Burke Electric Company's proposal with a cost of \$275,500.00 will be accepted by the College with Board approval. Funding for the project is from budgeted funds received from 2020, 2021, and 2022 PHS Levies.

**3. RECOMMENDATION**

That the Board of Trustees approves the C125 Transformer Replacement project and award the contract to W.J. Burke Electric Company for a total cost of \$275,000.00 from budgeted funds received from 2020, 2021, and 2022 PHS Levies.

**Staff Contact:** Dr. Susan LaPanne, VP of Business Services and CFO  
Jeremy Sargent, Assistant VP of Construction, Planning, & Facilities Management  
Jeremy Mueller, Director of Buildings and Grounds

March 13, 2025

Mr. Jeremy Sargent, NCARB, AIA  
Assistant Vice-President of Construction, Planning, & Facilities Management  
John A. Logan College  
700 Logan College Drive  
Carterville, IL 62918

RE: C125 Transformer Replacement – Bid Award Recommendation

Dear Jeremy,

On Wednesday, March 12, 2025, bids were opened for the above referenced project. The project was advertised publicly, and three bids were received. The low base bid price was submitted by W.J. Burke Electric Company, Inc. from Murphysboro, Illinois in the amount of \$275,500.00.

The base bid covered the Removal of an existing 2000 KVA, 12470x277/480V transformer and replace with a new 2000 KVA, 12470x277/480V transformer and associated work. Associated work includes trenching new feeders below grade to the new transformer, trenching a new concrete duct from the new transformer to an existing electrical manhole, providing a new concrete transformer pad, and installing a new chain-link fence with privacy slats.

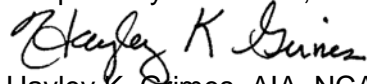
We conducted an evaluation of the contractor's bid package and believe their bid to be responsive and complete. All addenda have been acknowledged, all alternates applicable to the project have been included in the bid, a bid bond and bidder's certification form was included, and the bid package included no qualifications.

Additionally, we contacted W.J. Burke Electric Company, Inc. to discuss their bid for the work. During that conversation, the contractor indicated that they felt confident they could complete the work in the identified timeline and had the capacity to do so.

Based upon our review of the bid package and subsequent conversation with the contractor, it is our opinion that W.J. Burke Electric Company, Inc. is qualified to complete the project. It is our recommendation that the base bid be awarded to W.J. Burke Electric Company, Inc. as the funding source budget allows.

The information contained herein and in the attached bid tabulation is provided to you for reference and use in your decision to award the contractor. As always, we appreciate the opportunity to continue working with John A. Logan College and look forward to the successful completion of this project.

Respectfully Submitted,



Hayley K. Grimes, AIA, NCARB, RID  
BHDG Architects, Inc.

cc. file



**BHDG Architects, Inc.**

2008 W. Main St., Suite B  
 Marion, Illinois 62959  
 Phone: 618-998-8015  
 Fax: 618-998-8032

**BID TABULATION SHEET**

PROJECT: C125 Transformer Replacement  
 OWNER: John A. Logan College  
 PROJECT NO: 24023  
 DATE: March 12, 2025  
 TRADE: **General Contract (all trades)**

CONTRACTOR	BID BOND	ADDENDA No. (1)	BASE BID		
Clinton Electric, LLC	5%	Y	\$358,684.00		
FW Electric	5%	Y	\$382,380.00		
W.J. Burke Electric Company	10%	Y	\$275,500.00		

Base Bid: Removal of an existing 2000 KVA, 12470x277/480V transformer and replace with a new 2000 KVA, 12470x277/480V transformer and associated work. Associated work includes trenching new feeders below grade to the new transformer, trenching a new concrete duct from the new transformer to an existing electrical manhole, providing a new concrete transformer pad, and installing a new chain-link fence with privacy slats.



DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT) – March 10, 2025 (reissued)

1.1 BID INFORMATION

- A. Bidder: W. J. Burke Electric Company, Inc.
- B. Project Name: C125 Transformer Replacement
- C. Project Location: 700 Logan College Drive, Carterville, IL 62918
- D. Owner: John. A. Logan College
- E. Architect: BHDG Architects, Inc.  
2008 W. Main Street, Suite B  
Marion, IL 62959  
618-998-8015
- F. Architect Project Number: 24023

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by BHDG Architects, Inc. and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

- 1. Two Hundred Seventy Five Thousand, Five Hundred Dollars (\$ 275,500.00).
- 2. The above amount may be modified by amounts indicated by the Bidder on the attached Document 004322 "Unit Prices Form."

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

- 1. 10% Bid Bond Provided Dollars (\$ \_\_\_\_\_).

Bid

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

- A. The following companies shall execute subcontracts for the portions of the Work indicated:

- 1. Concrete Work: W.J. Burke Electric Company
- 2. Site Work: \_\_\_\_\_
- 3. Iron Work: \_\_\_\_\_
- 4. Synthetic Turf Work: \_\_\_\_\_
- 5. Insulation Work: \_\_\_\_\_
- 6. Masonry Work: \_\_\_\_\_
- 7. Plumbing Work: \_\_\_\_\_
- 8. HVAC Work: \_\_\_\_\_
- 9. Electrical Work: W.J. Burke Electric Company

1.5 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work within 508 calendar days.

1.6 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

- 1. Addendum No. 1, dated March 10, 2025
- 2. Addendum No. 2, dated \_\_\_\_\_
- 3. Addendum No. 3, dated \_\_\_\_\_

1.7 BID SUPPLEMENTS

- A. The following supplements are a part of this Bid Form and are attached hereto.
  - 1. Bid Form Supplement - Bid Bond Form (AIA Document A310-2010).

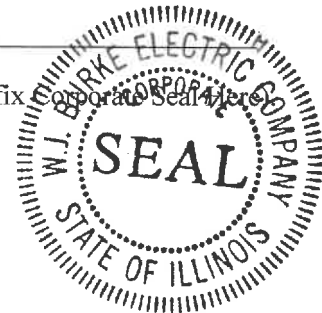
1.8 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in the State of Illinois, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.9 SUBMISSION OF BID

- A. Respectfully submitted this 12 day of March, ~~2024~~. 2025
- B. Submitted By: W. J. Burke Electric Company, Inc. (Name of bidding firm or corporation).
- C. Authorized Signature: William Burke (Handwritten signature).
- D. Signed By: William Burke (Type or print name).
- E. Title: President (Owner/Partner/President/Vice President).
- F. Witnessed By: Rondon Gordon (Handwritten signature).
- G. Attest: Kelsey Jackson (Handwritten signature).
- H. By: Kelsey Jackson (Type or print name).
- I. Title: Assistant Secretary (Corporate Secretary or Assistant Secretary).
- J. Street Address: 10575 Highway 127
- K. City, State, Zip: Murphysboro, IL 62966
- L. Phone: (618)687-3262
- M. License No.: 679
- N. Federal ID No.: 37-1220592 (Affix corporate seal here)

END OF DOCUMENT 004113





# AIA Document G703™ - 1992

## Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: Bidding  
 APPLICATION DATE:  
 PERIOD TO:

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Mobilization & Start Up	\$ 5,000.00							
2	Demolition - Primary Switch, Feeders, and Transformer	\$ 15,000.00							
3	New Transformer & Concrete Pad	\$ 103,500.00							
4	Medium Voltage Feeder	\$ 27,500.00							
5	Secondary Feeders	\$ 106,500.00							
6	Security Fence	\$ 15,000.00							
7	Bonding	\$ 3,000.00							
<b>GRAND TOTAL</b>		<b>\$ 275,500.00</b>							

AIA Document G703™ - 1992. Copyright Law and International resale. User Notes:  
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Visible Values

**Bid Bond**

 **Document A310™ – 2010**

**CONTRACTOR:**

*(Name, legal status and address)*

W. J. BURKE ELECTRIC COMPANY INC.

10575 Highway 127

Murphysboro, IL 62966

Bid Bond No. FED06678

**SURETY:**

*(Name, legal status and principal place of business)*

GRANITE RE, INC.

14001 Quailbrook Drive

Oklahoma City, OK 73134

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

*(Name, legal status and address)*

John A. Logan College

700 Logan College Drive

Carterville, IL 62918

**BOND AMOUNT:** Ten Percent of the Bid Amount ( 10.00% of Bid Amount)

**PROJECT:**

*(Name, location or address, and Project number, if any)*

JALC C125 Transformer Replacement; Project No. 24023

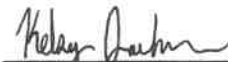


The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

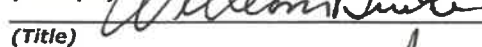
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 11th day of March, 2025.

  
*(Witness)*

  
*(Witness) Karla Heffron*

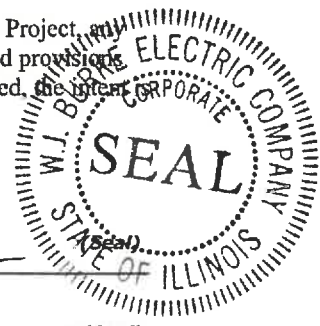
W. J. BURKE ELECTRIC COMPANY INC.  
*(Principal)*

  
*(Title)*

GRANITE RE, INC.

  
*(Surety)*

*(Title) Connie Smith, Attorney-in-fact*



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**GRANITE RE, INC.**  
**GENERAL POWER OF ATTORNEY**

**Know all Men by these Presents:**

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

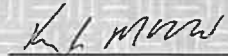
MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 31<sup>st</sup> day of July, 2023.

STATE OF OKLAHOMA )  
                                  ) SS:  
COUNTY OF OKLAHOMA )



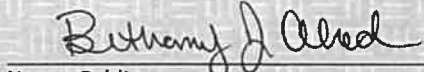
  
\_\_\_\_\_  
Kenneth D. Whittington, President

  
\_\_\_\_\_  
Kyle P. McDonald, Assistant Secretary

On this 31<sup>st</sup> day of July, 2023, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:  
April 21, 2027  
Commission #: 11003620



  
\_\_\_\_\_  
Notary Public

**GRANITE RE, INC.**  
**Certificate**

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this  
11th day of March, 2025.



  
\_\_\_\_\_  
Kyle P. McDonald, Assistant Secretary



# AIA<sup>®</sup> Document A701<sup>™</sup> – 2018

## ***Instructions to Bidders***

for the following Project:  
*(Name, location, and detailed description)*

John A Logan College - C125 Transformer Replacement  
700 Logan College Drive, Carterville, IL 62918

**THE OWNER:**  
*(Name, legal status, address, and other information)*

John A. Logan College  
700 Logan College Drive,  
Carterville, IL 62918  
(618)985-2828

**THE ARCHITECT:**  
*(Name, legal status, address, and other information)*

BHDG Architects, Inc.  
2008 Main Street, Suite B  
Marion, IL 62959  
(618)998-8015

### **TABLE OF ARTICLES**

- 1        DEFINITIONS**
- 2        BIDDER'S REPRESENTATIONS**
- 3        BIDDING DOCUMENTS**
- 4        BIDDING PROCEDURES**
- 5        CONSIDERATION OF BIDS**
- 6        POST-BID INFORMATION**
- 7        PERFORMANCE BOND AND PAYMENT BOND**
- 8        ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS**

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

FEDERAL, STATE, AND LOCAL LAWS MAY IMPOSE REQUIREMENTS ON PUBLIC PROCUREMENT CONTRACTS. CONSULT LOCAL AUTHORITIES OR AN ATTORNEY TO VERIFY REQUIREMENTS APPLICABLE TO THIS PROCUREMENT BEFORE COMPLETING THIS FORM.

It is intended that AIA Document G612<sup>™</sup>-2017, Owner's Instructions to the Architect, Parts A and B will be completed prior to using this document.

## ARTICLE 1 DEFINITIONS

§ 1.1 Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

## ARTICLE 2 BIDDER'S REPRESENTATIONS

§ 2.1 By submitting a Bid, the Bidder represents that:

- .1 the Bidder has read and understands the Bidding Documents;
- .2 the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
- .3 the Bid complies with the Bidding Documents;
- .4 the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, and has correlated the Bidder's observations with the requirements of the Proposed Contract Documents;
- .5 the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception; and
- .6 the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor.

## ARTICLE 3 BIDDING DOCUMENTS

### § 3.1 Distribution

§ 3.1.1 Bidders shall obtain complete Bidding Documents, as indicated below, from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein.

*(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall obtain Bidding Documents.)*

SIBA Planroom



§ 3.1.2 Any required deposit shall be refunded to Bidders who submit a bona fide Bid and return the paper Bidding Documents in good condition within ten days after receipt of Bids. The cost to replace missing or damaged paper documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

§ 3.1.3 Bidding Documents will not be issued directly to Sub-bidders unless specifically offered in the advertisement or invitation to bid, or in supplementary instructions to bidders.

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

### § 3.2 Modification or Interpretation of Bidding Documents

§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids.  
*(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)*

§ 3.2.3 Modifications and interpretations of the Bidding Documents shall be made by Addendum. Modifications and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

### § 3.3 Substitutions

§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.

#### § 3.3.2 Substitution Process

§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3.5 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

§ 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents.

*(Indicate how, such as by email, website, host site/platform, paper copy, or other method Addenda will be transmitted.)*

1 Addendum posted on March 10, 2025 - SIBA Planroom

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Bids, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

**ARTICLE 4 BIDDING PROCEDURES**

§ 4.1 Preparation of Bids

§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the bid form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the bid form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper bid forms must be initialed by the signer of the Bid.

§ 4.1.5 All requested Alternates shall be bid. If no change in the Base Bid is required, enter "No Change" or as required by the bid form.

§ 4.1.6 Where two or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the bid security, state the Bidder's refusal to accept award of less than the combination of Bids stipulated by the Bidder. The Bidder shall neither make additional stipulations on the bid form nor qualify the Bid in any other manner.

§ 4.1.7 Each copy of the Bid shall state the legal name and legal status of the Bidder. As part of the documentation submitted with the Bid, the Bidder shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached, certifying the agent's authority to bind the Bidder.

§ 4.1.8 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security

§ 4.2.1 Each Bid shall be accompanied by the following bid security:

*(Insert the form and amount of bid security.)*

Addendum #1 Bid Form states a 5% Bid Bond. Section 00 22 13 - Supplemental Instructions to Bidders, 1.3, T - Bid Bond states: Projects exceeding \$50,000 require a bid bond. The bond is an amount equal to ten percent (5%) of the contractor's bid. Due to discrepancy a Bid bond in the amount of 10% has been provided.

§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond, unless otherwise provided in the Bidding Documents. The attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of an acceptable power of attorney. The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until (a) the Contract has been executed and bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected. However, if no Contract has been awarded or a Bidder has not been notified of the acceptance of its Bid, a Bidder may, beginning days after the opening of Bids, withdraw its Bid and request the return of its bid security.

#### § 4.3 Submission of Bids

§ 4.3.1 A Bidder shall submit its Bid as indicated below:

*(Indicate how, such as by website, host site/platform, paper copy, or other method Bidders shall submit their Bid.)*

##### Paper Copy

§ 4.3.2 Paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder's name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted.

#### § 4.4 Modification or Withdrawal of Bid

§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

§ 4.4.3 After the date and time designated for receipt of Bids, a Bidder who discovers that it made a clerical error in its Bid shall notify the Architect of such error within two days, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Bid. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Bid shall be withdrawn and not resubmitted. If a Bid is withdrawn pursuant to this Section 4.4.3, the bid security will be attended to as follows:

*(State the terms and conditions, such as Bid rank, for returning or retaining the bid security.)*

## ARTICLE 5 CONSIDERATION OF BIDS

### § 5.1 Opening of Bids

If stipulated in an advertisement or invitation to bid, or when otherwise required by law, Bids properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Bids may be made available to Bidders.

## **§ 5.2 Rejection of Bids**

Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Bids.

## **§ 5.3 Acceptance of Bid (Award)**

**§ 5.3.1** It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's best interests.

**§ 5.3.2** Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

## **ARTICLE 6 POST-BID INFORMATION**

### **§ 6.1 Contractor's Qualification Statement**

Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request and within the timeframe specified by the Architect, a properly executed AIA Document A305™, Contractor's Qualification Statement, unless such a Statement has been previously required and submitted for this Bid.

### **§ 6.2 Owner's Financial Capability**

A Bidder to whom award of a Contract is under consideration may request in writing, fourteen days prior to the expiration of the time for withdrawal of Bids, that the Owner furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. The Owner shall then furnish such reasonable evidence to the Bidder no later than seven days prior to the expiration of the time for withdrawal of Bids. Unless such reasonable evidence is furnished within the allotted time, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

### **§ 6.3 Submittals**

**§ 6.3.1** After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:

- .1 a designation of the Work to be performed with the Bidder's own forces;
- .2 names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and
- .3 names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

**§ 6.3.2** The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

**§ 6.3.3** Prior to the execution of the Contract, the Architect will notify the Bidder if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner or Architect has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder's option, withdraw the Bid or submit an acceptable substitute person or entity. The Bidder may also submit any required adjustment in the Base Bid or Alternate Bid to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, bid security will not be forfeited.

**§ 6.3.4** Persons and entities proposed by the Bidder and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.

## **ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND**

### **§ 7.1 Bond Requirements**

**§ 7.1.1** If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid. If the furnishing of such bonds is required after receipt of bids and before execution of the Contract, the cost of such bonds shall be added to the Bid in determining the Contract Sum.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.

*(If Payment or Performance Bonds are to be in an amount other than 100% of the Contract Sum, indicate the dollar amount or percentage of the Contract Sum.)*

## § 7.2 Time of Delivery and Form of Bonds

§ 7.2.1 The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to commence sooner in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section 7.2.1.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

## ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor, unless otherwise stated below.  
*(Insert the complete AIA Document number, including year, and Document title.)*
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds, unless otherwise stated below.  
*(Insert the complete AIA Document number, including year, and Document title.)*
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction, unless otherwise stated below.  
*(Insert the complete AIA Document number, including year, and Document title.)*
- .4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:  
*(Insert the date of the E203-2013.)*
- .5 Drawings

Number	Title	Date	
.6	Specifications		
	<b>Section</b>	<b>Title</b>	<b>Date</b> <b>Pages</b>
.7	Addenda:		
	<b>Number</b>	<b>Date</b>	<b>Pages</b>
.8	Other Exhibits: <i>(Check all boxes that apply and include appropriate information identifying the exhibit where required.)</i>		
	<input type="checkbox"/> AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below: <i>(Insert the date of the E204-2017.)</i>		
	<input type="checkbox"/> The Sustainability Plan:		
	<b>Title</b>	<b>Date</b>	<b>Pages</b>
	<input type="checkbox"/> Supplementary and other Conditions of the Contract:		
	<b>Document</b>	<b>Title</b>	<b>Date</b> <b>Pages</b>
.9	Other documents listed below: <i>(List here any additional documents that are intended to form part of the Proposed Contract Documents.)</i>		

## **Additions and Deletions Report for AIA® Document A701™ – 2018**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 12:11:00 ET on 01/21/2021.

*There are no differences.*

## **Certification of Document's Authenticity**

**AIA® Document D401™ – 2003**

I, Sheila Baysinger Hensley, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 12:11:00 ET on 01/21/2021 under Order No. 5835707041 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A701™ – 2018, Instructions to Bidders, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

  
*(Signed)*

President

*(Title)*

03/12/2025

*(Dated)*



BHDG Architects  
2008 West Main Street  
Suite B  
Marion, IL 62959  
Phone: 618.998.8015  
Fax: 618.998.8032

## Addendum No. 1 to the Bidding Documents for:

### Project

JALC C125 Transformer Replacement  
John A. Logan College  
Carterville, IL 62918  
BHDG Project Number: 24023  
Date: March 10, 2025

### To: Prospective Bidders

This addendum forms a part of the bidding and contract documents and modifies the original bidding documents, dated February 14, 2025. Acknowledge receipt of this addendum in the space provided on the bid form. FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDUM MAY SUBJECT BIDDER TO DISQUALIFICATION.

Except as modified herein, Addendum No. 1, all provisions remain in full force and effect.

Regards,



Sam Marshman  
BHDG Architects, Inc.

This addendum consists of 8 pages.

009113.01 Addendum No. 1

## Addendum 1

DOCUMENT 009113 - ADDENDA

1.1 ADDENDUM

- A. Addendum No. 1.

1.2 PROJECT INFORMATION

- A. Project Name: C125 Transformer Replacement.
- B. Owner: John A. Logan College.
- C. Architect: BHDG Architects, Inc.  
2008 Main Street, Suite B  
Marion, IL 62959  
618-998-8015.
- D. Architect Project Number: 24023.
- E. Date of Addendum: March 10, 2025.

1.3 NOTICE TO BIDDERS

- A. This Addendum is issued to all registered plan holders pursuant to the Instructions to Bidders. This Addendum serves to clarify, revise, and supersede information in the Project Manual, Drawings, and previously issued Addenda. Portions of the Addendum affecting the Contract Documents will be incorporated into the Contract by enumeration of the Addendum in the Owner/Contractor Agreement.
- B. The Bidder shall acknowledge receipt of this Addendum in the appropriate space on the Bid Form.
- C. The date for receipt of bids is unchanged by this Addendum, at same time and location.
1. Bid Date: March 12, 2025 - 2:00 p.m (local time).

1.4 ATTACHMENTS

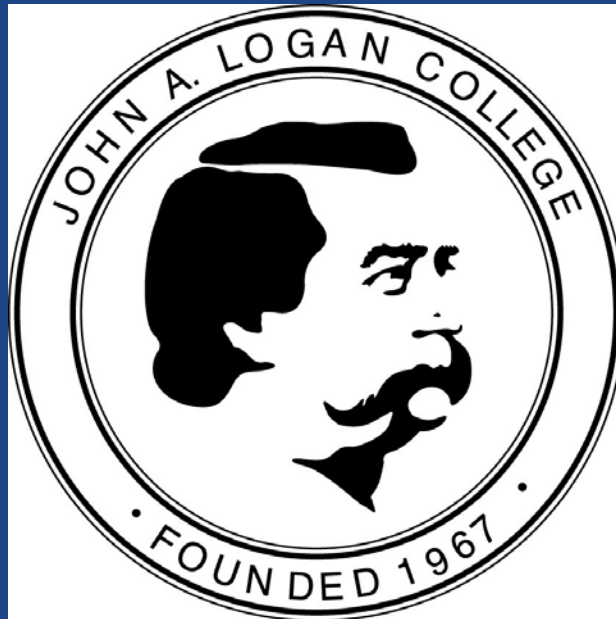
- A. This Addendum includes the following attached Documents and Specification Sections:
1. Specification Section 004113 "Bid Form", dated March 10, 2025, (reissued). – 3 pages.
2. Specification Section 013233 "Photographic Documentation", dated March 10, 2025, (reissued). – 2 pages.
- B. This Addendum includes the following attached sheets:

1. Electrical Sheet E-1.0 "ELECTRICAL PLAN – BOILER ROOM", dated March 6, 2025, (reissued). – 1 page.
- 1.5 REVISIONS TO DIVISION 00 PROCUREMENT REQUIREMENTS AND CONTRACTING REQUIREMENTS
- A. Document 004113 "Bid Form".
    1. Paragraph 1.5: **DELETE** "190" and **REPLACE** with "508".
    2. Paragraph 1.7.A.1: **DELETE** paragraph in its entirety.
- 1.6 REVISIONS TO DIVISION 01 GENERAL REQUIREMENTS
- A. Specification section 013233 "*Photographic Documentation*"
    1. **DELETE** specification section 103233 "*Photographic Documentation*" in its entirety and **REPLACE** with the attached specification section 103233 "*Photographic Documentation*"
- 1.7 REVISIONS TO DRAWING SHEETS
- A. Sheet ED-1.0 – "*ELECTRICAL DEMOLITION PLAN – BOILER ROOM*"
    1. **REVISE** Keyed Note No. 1 to state: "*Existing 2000 kVA dry type transformer. Remove existing transformer and components. Existing bussing and enclosure shall remain in use in reconnecting new electrical feeders.*"
  - B. Sheet E-1.0 – Electrical Plan – Boiler Room.
    1. **DELETE** sheet E-1.0 – "*ELECTRICAL PLAN – BOILER ROOM*" and **REPLACE** with the attached sheet E-1.0 – "*ELECTRICAL PLAN – BOILER ROOM*"

END OF DOCUMENT 009113

## Consent Agenda Item 8.F

### BHDG Fitness Center Exercise Room Renovation



**JOHN A. LOGAN COLLEGE  
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

**8.F – FITNESS CENTER EXERCISE ROOM RENOVATION**

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**1. REASON FOR CONSIDERATION**

The Fitness Center seeks to renovate two second-floor classrooms into one large room to address overcrowding issues and community members inconvenienced when large groups, such as full athletics teams, come to work out and utilize the center's equipment. This will allow the relocation of group fitness classes from the first floor to the second floor, repurpose the first-floor fitness room into a free weight room dedicated strictly for Athletics use, and frees up space and equipment for our growing community member population throughout the remainder of the facility.

**2. BACKGROUND INFORMATION**

The project consists of the demolition and removal of a divider wall between two classrooms on the second floor and renovation work within the classroom on the first floor of the building. The project was designed by BHDG Architects, Inc. and invitations to bid were distributed to contractors. We received 3 bids for the project. All three bids are over budget. The lowest bid received is \$42,700. The funding approved in the FY25 budget for this project is \$30,000 from Fund 03. This was originally planned for the Fitness Center Beam project, which also came in well over budget. This overage of \$12,700 (or any other additional overage related to this project) will be covered by the Fitness Center's Foundation Account.

**3. RECOMMENDATION**

That the Board of Trustees considers the project value and determines whether it should move forward in the FY25 budget year or not be completed at all. If the Board approves the project to move forward at the bid cost of \$42,700, the College recommends the Board award the contract to Samron Midwest Contracting for the amount of \$42,700 from Fund 03.

**Staff Contact:**           Jeremy Sargent, Assistant VP of Construction, Planning, & Facilities Management  
  Bradley Griffith, Director of Logan Fitness

**JOHN A. LOGAN COLLEGE**  
 700 Logan College Drive  
 Carterville, Illinois 62918

**BID OPENING**

**Date:** 3/18/2025

**Bid No:** BHDG# 25003 – Exercise Room Renovation

Bidder Name & Address	DBE?	Bid Amount
W. F. Stift	<input type="checkbox"/>	Base: \$63,100.00 Alternate: \$2,550.00
Samron Midwest Contracting	<input type="checkbox"/>	Base: \$42,700.00 Alternate: \$2,600.00
J& L Robinson Development & Construction	<input type="checkbox"/>	Base: \$52,500.00 Alternate: \$2,550.00
	<input type="checkbox"/>	Base:
	<input type="checkbox"/>	Base:
	<input type="checkbox"/>	Base:
	<input type="checkbox"/>	Base:
	<input type="checkbox"/>	Base:
	<input type="checkbox"/>	Base: Alt 1: Alt 2:

The above bids were received by the office of the Director of Purchasing on or before 10:00 A.M., Tuesday, March 18, 2025, at which time they were opened and read publicly.

*Shannon L Newman*

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Shannon Newman, Director of Purchasing and Auxiliary Services

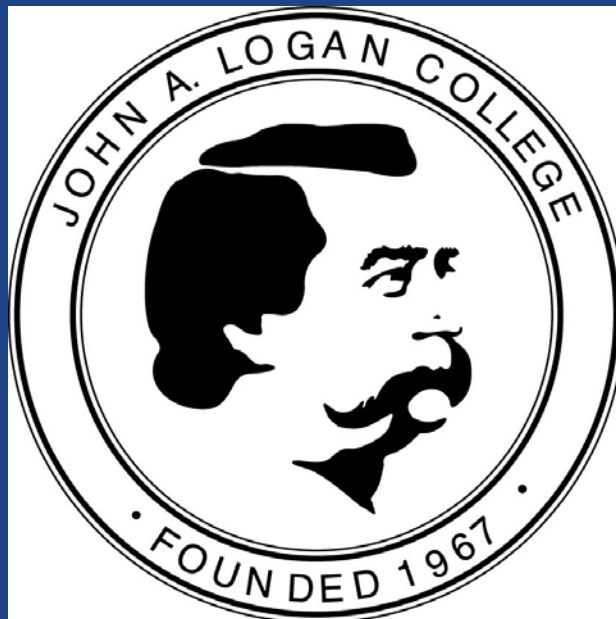
*Jeremy Sargent*

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Witness: Jeremy Sargent, Assistant VP of Construction, Planning & Facilities Management

# Consent Agenda Item 8.G

## Personnel Action Items



**JOHN A. LOGAN COLLEGE  
 CONSENT AGENDA ITEM FOR BOARD APPROVAL**

**8.G - PERSONNEL ACTION ITEMS**

1. **REASON FOR CONSIDERATION:** In accordance with Board Policy 5110, Board action is required for the employment and ratification of personnel upon recommendation by the President. Recommendations by President Overstreet for the employment and ratification of personnel are listed below:

**A. Full-Time Professional Staff**

Bouhl, Crystal	Associate Director of Workforce Development	\$77,500 per year	04/01/2025
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**B. Part-time Staff**

Lewis, Odel	CPR Trainer (Workforce Development)	Per contract	03/07/2025
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**C. Full-Time Operational Staff**

Buchheit, Joshua	Specialist 1 (Science Lab)	\$18.25/hr.	03/17/2025
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**D. Volunteers**

Woolard, Deanna	Volunteer (Adult Basic Literacy) C. Naegele		03/07/2025
Jurincie, Leona	Volunteer (Youth Art Comm.) C. Naegele		03/07/2025
Carstens, Melissa	Volunteer (Hunting & Fishing Days) C. Naegele		03/07/2025
Nation, Alana	Volunteer (Hunting & Fishing Days) C. Naegele		03/07/2025
Kirk McCree, Tara	Volunteer (Hunting & Fishing Days) C. Naegele		03/07/2025
Leigh, Michele	Volunteer (Cataloging, Docent) C. Naegele		03/07/2025



2. **RECOMMENDATION:** That the Board of Trustees approve/ratify the personnel recommendation of President Kirk Overstreet.



# JOHN A. LOGAN COLLEGE

700 Logan College Drive | Carterville, Illinois, 62918-2500 | 618.985.2828

TO: Dr. Kirk Overstreet  
FROM: Stephanie Harner, Assistant Vice President of Human Resources  
DATE: March 25, 2025  
SUBJ: Additional Board Items

The additional personnel items for the March 25, 2025, meeting of the John A. Logan College Board of Trustees are listed below. Please contact me if you have any questions regarding these recommendations.

## FULL-TIME OPERATIONAL STAFF

### 1) Specialist I (Lab Specialist)

Joshua Buchheit                      Master of Science - Agribusiness  
Southern Illinois University, Carbondale, IL

Previously:                              Grow Staff/Horticultural Technician  
Wellness Group Pharms-Aeriz

10 - Applicants Applied; 2 - Applicants interviewed  
Committee Chair: Joseph Dethrow    Committee Member: Rebecca Corbit

## FULL-TIME PROFESSIONAL STAFF

### 1) Associate Director of Workforce & Community Education

Crystal Bouhl                              Master of Science – Speech Communication  
Southern Illinois University, Carbondale, IL

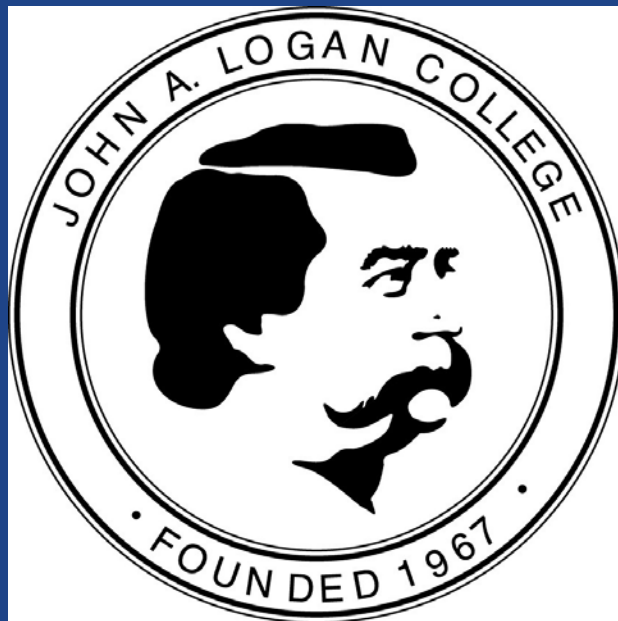
Previously:                              Content Strategist  
Schale Investments, LLC

36 - Applicants Applied; 8 - Applicants interviewed  
Committee Chair: Scott Wernsman    Committee Members: Nathan Arnett, Stephanie Hartford



# Consent Agenda Item 8.H

## Extension of Audit Contract



**JOHN A. LOGAN COLLEGE  
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

**8.H – One-year Extension of Audit Contract**

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**1. REASON FOR CONSIDERATION**

Illinois Compiled Statute Act 805/3-22.1, Chapter 122, within the Illinois Public Community College Act, as well as Board Policy 7130 states that the Board of Trustees is to cause an audit to be made as of the end of each fiscal year by an accountant license to practice public accounting in Illinois and appointed by the Board.

**2. BACKGROUND INFORMATION**

The current contract with Kemper CPA Group, LLP, for the College's annual external audit will conclude upon the delivery of next year's annual audit, on or about January 31, 2026, for the fiscal year ending 6/30/2025.

However, the contract has the option to extend the term for one additional year. The fiscal management staff would like to exercise that option, as the work with Kemper has been thorough, responsive, and prompt.

In speaking to Kimberly Walker, CPA and Partner, we have received a proposal for the fees related to the audit work for Fiscal Year 2026. Their offer is to maintain the 2025 audit fee of \$76,000 for this additional year's audit services.

Fiscal management staff has brought this proposal to the President for his approval.

**3. RECOMMENDATION**

That the Board of Trustees award the one-year extension to Kemper CPA Group, LLP, to cover the audit of FY 2026, included in the attached engagement letter proposal. This extension is in accordance with Board Policy 7130.

**Staff Contact:**

Susan LaPanne, Ph.D., CPA, Vice President of Business Services/CFO

Kara Bevis, CPA, Assistant Vice President of Business Services/Controller

March 3, 2025

To Susan LaPanne  
Vice President of Business Services & CFO  
John A. Logan College  
Community College District No. 530  
700 Logan College Drive  
Carterville, IL 62918

We are pleased to confirm our understanding of the services we are to provide John A. Logan College Community College District No. 530 for the year ended June 30, 2026.

### **Audit Scope and Objectives**

We will audit the financial statements of the business-type activities, and the discretely presented component unit, including the disclosures, which collectively comprise the basic financial statements of John A. Logan College Community College District No. 530 (“the College”) as of and for the year ended June 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to supplement John A. Logan College’s basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the College’s RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management’s Discussion and Analysis.
- 2) Pension Schedules as Required by GASB 68
- 3) OPEB Schedules as Required by GASB 75

We have also been engaged to report on supplementary information other than RSI that accompanies the College’s financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor’s report on the financial statements:

- 1) Schedule of Expenditures of Federal Awards.
- 2) Uniform Financial Statements

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstatements. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Schedule of Assessed Valuations, Tax Rates, and Taxes Extended
- 2) Schedule of Legal Debt Margin
- 3) Certification of Per Capita Cost for Fiscal Year 2027

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

### **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the College or to acts by management or employees acting on behalf of the College. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

#### **Audit Procedures—Internal Control**

We will obtain an understanding of the College and its environment, including internal control relevant to the audit, sufficient to assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the College's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an

opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the College's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the College's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us, and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the organization from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the College involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the College received in communications from employees, former employees, grantors,

regulators, or others. In addition, you are responsible for identifying and ensuring that the College complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on the first day of fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the College in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related



notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy of and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the College; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Kemper CPA Group LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any State oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Kemper CPA Group LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by any State or federal oversight agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Kimberly Walker, CPA, is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit in late September and to issue our report no later than December 15 of each year.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs such as travel, report production, word processing, postage, etc. except that we agree that our gross fee, including expenses, will not exceed \$76,000 for the year ended June 30, 2026. Our standard hourly rates vary according to the degree of responsibility involved and the experience of the personnel assigned to your audit. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a

new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

You may request that we perform additional services not addressed in this engagement letter. If that occurs, we will communicate with you the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter based on the discussed estimated fees.

## **Reporting**

We will issue written reports upon completion of our Single Audit. Our reports will be address to the Board of Trustees. Circumstances may arise in which our report may differ from its expected form and content based on the result of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

## **Other**

You hereby agree to indemnify and hold harmless Kemper CPA Group LLP and its partners, employees, agents, or subcontractors against all costs, expenses, losses, judgments, damages, and liabilities (including reasonable attorneys' fees and expenses) associated with any third party claim, threat, or proceeding relating to the performance of any services by Kemper CPA Group LLP under this engagement, other than as determined through mediation to have been caused by our own gross negligence or willful misconduct.

You agree that our maximum liability to you for any negligent errors or omissions committed by us in the performance of the engagement will be limited to the amount of fees we receive from you for this engagement, except to the extent determined to result from our gross negligence or willful misconduct. You agree that this limitation applies to any and all liability or cause of action against us, however alleged or arising, unless otherwise prohibited by law or professional standards. Additionally, our liability as accountants shall be limited to the period covered by our audit and shall not extend to later periods for which we are not engaged as accountants or prior periods before we were engaged as accountants. In no event will Kemper CPA Group LLP be liable to you or any third party, whether a claim be in tort, contract, or otherwise, for any amount in excess of the total professional fees paid pursuant to this agreement to which the claim relates, or for any consequential, indirect, lost profit, punitive, or similar damages relating to Kemper CPA Group LLP's services provided under this agreement.

If any dispute, controversy, or claim arises in connection with the performance or breach of this agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation will be conducted by a mediator appointed by and pursuant to the Rules of the American Arbitration Association or such other neutral facilitator acceptable to both parties. Both parties will exert their best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute or controversy.

Each party may disclose any facts to the other party or the mediator which it, in good faith, considers necessary to resolve the matter. All such discussions, however, will be for the purpose of assisting in settlement efforts and will not be admissible in any subsequent litigation against the disclosing party. Except as agreed by both parties, the mediator will keep confidential all information disclosed during negotiations.

The mediation proceedings will conclude within 60 days from receipt of the written notice unless extended or terminated sooner by mutual consent. Each party will be responsible for its own expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties.

You acknowledge having read this agreement in its entirety, have had full opportunity to consider its terms in consultation with your attorney, have had full and satisfactory explanation of the same, and fully understand and agree to be bound by the terms of this agreement.

Please indicate your understanding and acceptance of this agreement and your intention to be legally bound by executing this agreement in the space provided below where indicated and return it to our offices, indicating your authorization for us to proceed on the above terms and conditions.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



KEMPER CPA GROUP LLP  
*Certified Public Accountants and Consultants*

RESPONSE:

This letter correctly sets forth the understanding of John A. Logan College Community College District No. 530.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

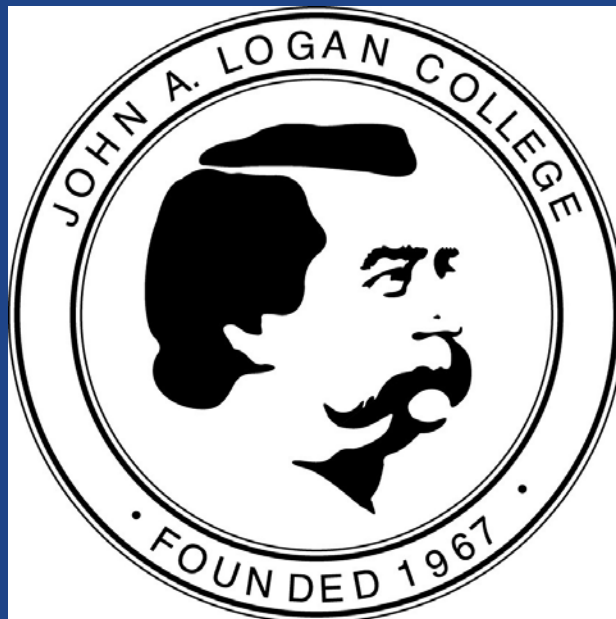
Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

# Consent Agenda Item 8.1

## Expenditure Report



# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/27/25	2002636	618 Lock LLC	Door Maintenance Lock Replacements	1,406.00	
02/13/25	2002478	A Book Company LLC	Books - Perkins Books - PATH	6,620.43	
02/14/25	558615	Aaliyah Sharece Converse	Meal Allowance 2/15	125.00	
02/28/25	558650	Aaliyah Sharece Converse	Meal Allowance 2/28	125.00	
02/13/25	2002479	ACT	Scoring Service	27.00	
02/13/25	2002480	Adams Shoe Store, Inc.	Work Boots - HCCTP	1,819.35	
02/14/25	558640	Addison M Wallace	Meal Allowance 2/15	120.00	
02/27/25	2002638	Adventure Child Development and Activity Cent	QIF Grant Award 75%	2,625.00	
02/20/25	2002584	Ajee B Haywood	HCCTP Student Stipend	1,200.00	
02/20/25	2002572	Alisha Craddock	Travel 8/16-12/12/24	44.24	
02/03/25	6094	Ameren Illinois	Gas Service - Main Campus 11/1-12/1/24	3,215.59	
02/05/25	6095	Ameren Illinois	Electric & Gas Service - DQ Ext Electric Service - DQ Ext 12/17-1/20/25	879.22	
02/07/25	6096	Ameren Illinois	Electric & Gas Service - WF Ext Gas Service - DQ Ext 11/4-12/5/24	603.13	
02/25/25	6103	Ameren Illinois	Electric Service - Main Campus	13,832.24	Y
02/13/25	2002539	American Family Life Assurance	AFLAC Deduction/January	592.45	
02/20/25	2002548	American Heart Association	BLS Provider eCard	204.00	
02/27/25	2002640	Amy L Biley	Travel Advance 3/5-3/7/25	170.00	
02/06/25	2002420	Amy R Cocuyo	Partial Reimbursement - Registration Fee	140.00	
02/06/25	2002433	Angela Lynn Harper	Travel 1/27-1/28/25	37.24	
02/20/25	2002582	Angela Lynn Harper	Travel Reimbursement 2/5/25	35.00	
02/13/25	2002482	Architectural Sales	Maintenance Supplies - Wood Door	775.00	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/06/25	2002409	Ascend Learning Holdings LLC	Nursing Assessments PN-PT Nursing Assessments RN-FT Nursing Assessments RN-Hybrid Nursing Assessments PN-FT	48,392.77	Y
02/13/25	2002483	Ascend Learning Holdings LLC	Nursing Assessments - Hybrid	2,889.60	
02/20/25	2002558	Ascend Learning Holdings LLC	Nursing Assessments	1,400.00	
02/14/25	558636	Asia Amajanae Grace Taylor	Meal Allowance 2/15	125.00	
02/28/25	558662	Asia Amajanae Grace Taylor	Meal Allowance 2/28	125.00	
02/20/25	2002560	Auto Tire & Parts Co Inc	Instructional Supplies Instructional Supplies	280.31	
02/14/25	558638	Baleigh R Todd	Meal Allowance 2/15	120.00	
02/27/25	2002639	Bank of Herrin	Safekeeping Fee Dec - C&E Wing-023 Safekeeping Fee Dec - W Lobby - 022	20.23	
02/12/25	6045	Bank of Montreal MC	January P-Card Charges - A Bafford	123.06	
02/12/25	6046	Bank of Montreal MC	January P-Card Charges - A B Giffin	199.00	
02/12/25	6047	Bank of Montreal MC	January P-Card Charges - C Batteau	516.06	
02/12/25	6048	Bank of Montreal MC	January P-Card Charges - A Biley	669.18	
02/12/25	6049	Bank of Montreal MC	January P-Card Charges - P Brewer	81.07	
02/12/25	6050	Bank of Montreal MC	January P-Card Charges - N Brooks	874.00	
02/12/25	6051	Bank of Montreal MC	January P-Card Charges - B Burnside	227.01	
02/12/25	6052	Bank of Montreal MC	January P-Card Charges - C Chamness	698.67	
02/12/25	6053	Bank of Montreal MC	January P-Card Charges - Clubs	995.86	
02/12/25	6054	Bank of Montreal MC	January P-Card Charges - Clubs II	294.73	
02/12/25	6055	Bank of Montreal MC	January P-Card Charges - Clubs III	55.98	
02/12/25	6056	Bank of Montreal MC	January P-Card Charges - J Dethrow	1,158.86	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/12/25	6057	Bank of Montreal MC	January P-Card Charges - M Dinkins	782.05	
02/12/25	6058	Bank of Montreal MC	January P-Card Charges - CS Fuel	258.54	
02/12/25	6059	Bank of Montreal MC	January P-Card Charges - Custodial Fuel	271.73	
02/12/25	6060	Bank of Montreal MC	January P-Card Charges - Grounds Fuel	627.12	
02/12/25	6061	Bank of Montreal MC	January P-Card Charges - M Garrison	1,175.98	
02/12/25	6062	Bank of Montreal MC	January P-Card Charges - B Griffith	4,475.98	
02/12/25	6063	Bank of Montreal MC	January P-Card Charges - M Guy	36.56	
02/12/25	6064	Bank of Montreal MC	January P-Card Charges - M Hamlin	106.21	
02/12/25	6065	Bank of Montreal MC	January P-Card Charges - R Hawk	30.00	
02/12/25	6066	Bank of Montreal MC	January P-Card Charges - G Cudworth	1,046.06	
02/12/25	6067	Bank of Montreal MC	January P-Card Charges - C Hoekstra	1,125.29	
02/12/25	6068	Bank of Montreal MC	January P-Card Charges - C Hosselton	2,287.89	
02/12/25	6069	Bank of Montreal MC	January P-Card Charges - F Matzker	735.26	
02/12/25	6070	Bank of Montreal MC	January P-Card Charges - E McGuire	791.24	
02/12/25	6071	Bank of Montreal MC	January P-Card Charges - M Merrill	870.22	
02/12/25	6072	Bank of Montreal MC	January P-Card Charges - E Monti	198.40	
02/12/25	6073	Bank of Montreal MC	January P-Card Charges - J Mueller	2,975.69	
02/12/25	6074	Bank of Montreal MC	January P-Card Charges - S Newman	3,825.45	
02/12/25	6075	Bank of Montreal MC	January P-Card Charges - K Overstreet	3,719.21	
02/12/25	6076	Bank of Montreal MC	January P-Card Charges - A Porter	179.39	
02/12/25	6077	Bank of Montreal MC	January P-Card Charges - A Rubin	171.79	
02/12/25	6078	Bank of Montreal MC	January P-Card Charges - S Sambursky	169.83	
02/12/25	6079	Bank of Montreal MC	January P-Card Charges - J Sargent	1,280.00	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/12/25	6080	Bank of Montreal MC	January P-Card Charges - J Snider	800.00	
02/12/25	6081	Bank of Montreal MC	January P-Card Charges - B Stephens	95.00	
02/12/25	6082	Bank of Montreal MC	January P-Card Charges - J Stutes	990.78	
02/12/25	6083	Bank of Montreal MC	January P-Card Charges - R Sveda-Webb	5,687.43	
02/12/25	6084	Bank of Montreal MC	January P-Card Charges - J Taylor	225.00	
02/12/25	6085	Bank of Montreal MC	January P-Card Charges - P Vaughn	3,977.56	
02/12/25	6086	Bank of Montreal MC	January P-Card Charges - S Wernsman	774.38	
02/12/25	6087	Bank of Montreal MC	January P-Card Charges - K Yosanovich	2,281.20	
02/12/25	6111	Bank of Montreal MC	January P-Card Charges - N Arnett	6,236.62	
02/12/25	6112	Bank of Montreal MC	January P-Card Charges - M Brown	1,919.98	
02/12/25	6113	Bank of Montreal MC	January P-Card Charges - A Carr	422.53	
02/12/25	6114	Bank of Montreal MC	January P-Card Charges - R Corbit	1,095.54	
02/12/25	6115	Bank of Montreal MC	January P-Card Charges - S Hartford	2,101.15	
02/12/25	6116	Bank of Montreal MC	January P-Card Charges - C Jones	2,025.08	
02/12/25	6117	Bank of Montreal MC	January P-Card Charges - A Martinez	3,723.97	
02/12/25	6118	Bank of Montreal MC	January P-Card Charges - M Mooneyham	2,779.07	
02/12/25	6119	Bank of Montreal MC	January P-Card Charges - C Mulholland	1,918.77	
02/12/25	6120	Bank of Montreal MC	January P-Card Credits - D Myers January P-Card Charges - D Myers	324.46	
02/12/25	6121	Bank of Montreal MC	January P-Card Charges - S O'Keefe	1,264.94	
02/12/25	6122	Bank of Montreal MC	January P-Card Charges - C Pearson	433.15	
02/12/25	6123	Bank of Montreal MC	January P-Card Charges - K Reagan	288.49	
02/12/25	6124	Bank of Montreal MC	January P-Card Charges - J Seals	17.95	



# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/12/25	6125	Bank of Montreal MC	January P-Card Charges - T Siefert January P-Card Credits - T Siefert	1,059.32	
02/12/25	6126	Bank of Montreal MC	January P-Card Charges - T Smithpeters	2,832.45	
02/12/25	6127	Bank of Montreal MC	January P-Card Charges - K Teal	1,045.18	
02/12/25	6128	Bank of Montreal MC	January P-Card Charges - J Dick	149.90	
02/12/25	6136	Bank of Montreal MC	January P-Card Charges - T Geske	2,478.53	
02/12/25	6137	Bank of Montreal MC	January P-Card Charges - S Harner	1,743.01	
02/12/25	6138	Bank of Montreal MC	January P-Card Credit - R Craig January P-Card Charges - S LaPanne	589.01	
02/12/25	6139	Bank of Montreal MC	January P-Card Charges - J Mays	1,918.00	
02/12/25	6140	Bank of Montreal MC	January P-Card Charges - C Naegele	367.12	
02/12/25	6141	Bank of Montreal MC	January P-Card Charges - S Shafer	1,034.34	
02/12/25	6142	Bank of Montreal MC	January P-Card Charges - A Shelby	79.99	
02/12/25	6143	Bank of Montreal MC	January P-Card Charges - G Starrick January P-Card Credits - G Starrick	2,097.30	
02/12/25	6144	Bank of Montreal MC	January P-Card Charges - K Surprenant January P-Card Credit - K Surprenant	8,988.87	
02/03/25	2002372	Barry Ray Hancock	Health Insurance - February	1,819.65	
02/13/25	2002508	Benjamin Michael Greenberger	Broadcasting 2/1/25	75.00	
02/03/25	2002401	Beth Porritt	Health Insurance - February	45.81	
02/03/25	2002388	Beverly Ann McCabe	Health Insurance - February	16.50	
02/20/25	2002549	BHDG Architects, Inc	Boiler Replacement Basic Design Services Phase 1 Bid Package HCCTP Pole Barn	74,950.10	Y
02/28/25	6135	Blue Cross Blue Shield of Illinois	Health Insurance 3/1-4/1/25	239,517.15	Y
02/13/25	2002485	Bluebird Network	Disaster Recovery Site Rental 2/1-2/28	1,187.54	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/27/25	2002641	Brandy N Blackwell	Trades Grant Mileage Reimbursement	351.40	
02/06/25	2002410	Brenda K Beggs	Sewing Service	40.00	
02/27/25	2002642	Bright Beginnings Daycare of Eldorado	QIF Grant Award - 75%	4,200.00	
02/14/25	558614	Brooklynn G Burnett	Meal Allowance 2/15	125.00	
02/28/25	558649	Brooklynn G Burnett	Meal Allowance 2/28	125.00	
02/13/25	2002486	BSN Sports LLC	Athletic Apparel	91.48	
02/20/25	2002550	BSN Sports LLC	Baseball Socks	385.00	
02/27/25	2002644	BSN Sports LLC	Athletic Supplies	1,085.00	
02/13/25	2002487	Bumper to Bumper Auto Parts	Instructional Supplies	215.00	
02/06/25	2002413	Burghof Group LLC	Pole Barn Rent - February - HCCTP	300.00	
02/14/25	558613	Cameron L Boone	Meal Allowance 2/15	125.00	
02/28/25	558648	Cameron L Boone	Meal Allowance 2/28	125.00	
02/20/25	2002600	Candace Lewis	QIF Grant Award 75%	2,625.00	
02/13/25	2002506	Carey J Gerber	Reimburse - Lab Supplies	29.98	
02/03/25	2002361	Carla Jo Bradley	Health Insurance - February	311.45	
02/03/25	2002391	Carol A Mitchell	Health Insurance - February	82.51	
02/06/25	2002414	Carolina Biological Supply Company	Instructional Supplies	43.80	
02/13/25	2002488	Carolina Biological Supply Company	General Store Inventory Instructional Supplies	5,208.55	
02/20/25	2002563	Carolina Biological Supply Company	Instructional Supplies	23.65	
02/20/25	6102	Carterville Water and Sewer Dept	Water Service - BB Sprinklers 1/1-1/31 Water Service - Annex 1/1-1/31/25 Water Service - Main Campus 1/1-1/31/25 Water Service - Logan Fitness 1/1-1/31 Water Service - SB Sprinklers 1/1-1/31	1,786.35	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/13/25	2002489	Carterville Winair Co	Instructional Supplies	143.21	
02/20/25	2002564	Carterville Winair Co	Instructional Supplies	113.90	
02/27/25	2002645	Carterville Winair Co	Instructional Supplies	246.36	
02/13/25	2002490	Carterville Winlectric Co	Maintenance Repair Supplies	5.75	
02/27/25	2002646	Carterville Winsupply	Maintenance Repair Supplies	338.38	
02/13/25	2002491	CDW Government	Laptop Charging Cart Network Materials	9,852.81	
02/20/25	2002551	CDW Government	Printer Cartridges	107.98	
02/20/25	2002566	CDW Government	Gaming Monitor	651.54	
02/27/25	2002647	CDW Government	Azure Overage - December 2024	402.85	
02/06/25	2002415	Centerstone of Illinois, Inc	Tuition Refund - SP24	800.00	
02/13/25	2002519	Charles M Kern	Game Official 2/1/25 1:00 pm	205.00	
02/20/25	2002567	Charlie's Air Conditioning and Heating	Ice Machine Rent - January	280.00	
02/06/25	2002426	Cherie Lynne Epley	Game Official 1/25/25 1:00 pm	205.00	
02/14/25	558622	Cheyenne E Kimmle	Meal Allowance 2/15	120.00	
02/03/25	2002407	Christie A Williams	Health Insurance - February	16.50	
02/03/25	558608	Christina E Loyd	Travel 11/1/24	13.40	
02/20/25	2002627	Christine Marie Turner	Trades Grant Mileage Reimbursement	75.60	
02/03/25	2002359	Christopher B Bell	Health Insurance - February	1,085.38	
02/27/25	2002677	Christopher May	Game Official 2/15/25 3:00 pm	205.00	
02/20/25	2002632	Christopher Williams	HCCTP Student Stipend	1,200.00	
02/03/25	2002382	Cindy D Johnson	Health Insurance - February	1,333.52	
02/03/25	2002383	Cindy Kohl	Health Insurance - February	1,333.52	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/06/25	2002417	Cintas Fire Protection	Alarm Inspection - WF Ext Annual Alarm System Inspection	9,987.26	
02/13/25	2002492	Cintas Fire Protection	Annual Fire Extinguisher Inspections	5,465.56	
02/06/25	2002418	City of Du Quoin	Water Service - DQ Ext 11/27-1/3/25 Water Service - DQ Ext 10/30-11/27/24	134.56	
02/13/25	2002493	Clean As A Whistle LLC	Cleaning Service - WF Ext Cleaning Service - DQ Ext	3,174.18	
02/01/25	6093	Clearwave Communications	Internet Service - DQ & WF Ext 1/4-2/3 Phone & Internet Service - Main Campus Phone Service - WF Ext 1/4-2/3/25	3,752.29	
02/06/25	2002436	Cody Hiller	Game Official 1/29/25 5:00 pm	205.00	
02/27/25	2002648	Colby J Chamness	Travel Advance 3/11-3/15/25	463.80	
02/13/25	2002494	Cold Blooded Coffee & Roastery	Catering for Super Bowl Event 2/4/25 Room Setup Fees - January-February	1,396.00	
02/20/25	2002552	Cold Blooded Coffee & Roastery	Coffee for ACES Event	120.00	
02/20/25	2002569	Cold Blooded Coffee & Roastery	Food Service - Catered Breakfast 2/4/25	240.00	
02/27/25	2002650	Cold Blooded Coffee & Roastery	Refreshments for Black History Event	30.00	
02/14/25	558628	Cole Michael Noreuil	Meal Allowance 2/15	250.00	
02/20/25	2002577	Conner William Donaldson	HCCTP Student Stipend	1,200.00	
02/03/25	2002377	Connie S Hensley	Health Insurance - February	16.50	
02/12/25	6097	Constellation NewEnergy Inc	Electric Service - DQ Ext 12/17-1/20/25	423.64	
02/19/25	6101	Constellation NewEnergy Inc	Electric Service - Main Campus	21,758.54	Y
02/14/25	558630	Corbin Lee Payne	Meal Allowance 2/15	250.00	
02/27/25	2002651	Core Sound Imaging Inc	Studycast Fees for DMS Students	1,200.00	
02/13/25	2002509	Cory D Hastings	Game Official 2/1/25 1:00 pm	205.00	
02/20/25	2002571	CosmoProf	Instructional Supplies	24.52	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/20/25	2002573	Crescent Parts and Equip	Instructional Supplies	789.99	
02/20/25	2002574	Crisis Prevention Institute, Inc.	CPI Certification Workbooks	1,271.60	
02/27/25	2002660	Crystal M Hosselton	Travel Advance 3/5-3/7/25	170.00	
02/13/25	2002496	CUSIP Global Services	Legal Entity Name Fees	91.00	
02/14/25	558633	D'Necco Darnell Rucker Jr	Meal Allowance 2/15	125.00	
02/28/25	558659	D'Necco Darnell Rucker Jr	Meal Allowance 2/28	125.00	
02/14/25	558621	Da'Zaria Yaree James	Meal Allowance 2/15	125.00	
02/28/25	558653	Da'Zaria Yaree James	Meal Allowance 2/28	125.00	
02/14/25	558632	Dainen D Rucker I	Meal Allowance 2/15	125.00	
02/28/25	558658	Dainen D Rucker I	Meal Allowance 2/28	125.00	
02/20/25	2002588	Daniel Houston	HCCTP Student Stipend	1,170.00	
02/06/25	2002440	Darron Hyte	Game Official 1/18/25 1:00 pm	205.00	
02/13/25	2002503	David L Freeman	Presenter - SI Boat & Fishing Show	1,000.00	
02/13/25	2002524	David M McKenzie	Broadcasting 12/3-1/29/25	1,020.00	
02/14/25	2002538	Davius N Loury	Meal Allowance 2/15	125.00	
02/27/25	2002675	Davius N Loury	Meal Allowance 2/28/25	125.00	
02/03/25	2002367	Dawn S Ellermeyer	Health Insurance - February	3.12	
02/13/25	2002497	DaySmart Software, LLC	Cloud Subscription 1/13-9/8/25	706.37	
02/03/25	6105	Dearborn Life Insurance Company	Life Insurance 2/1-2/28/25	2,294.24	
02/06/25	2002421	Dell Marketing LP	Computer Equipment - TRIO	2,268.60	
02/27/25	2002652	Didage Sales Company, Inc	Yellofin Stirrup Set Lift Shipping on Stirrup Cart Stirrup Cart	5,274.58	
02/06/25	2002422	Disability Support Services SIUC	Interpreting Service - October 2024	24,170.52	Y

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/06/25	2002422	Disability Support Services SIUC	SIUC Interpreting Service - November 2024 Interpreting Services & Admin Fees	24,170.52	Y
02/13/25	2002498	Disability Support Services SIUC	SIUC Interpreting Services - Spring Kick Off	145.00	
02/27/25	2002653	Disability Support Services SIUC	SIUC Interpreting Services 1/1-1/31/25	6,150.00	
02/03/25	2002390	Don Middleton	Health Insurance - February	82.51	
02/03/25	2002368	Donna B Fell	Health Insurance - February	16.50	
02/06/25	2002458	Dustin Neace	Travel 1/28/25	186.20	
02/13/25	2002499	Dutch Hollow Services & Supplies Inc	Custodial Supplies	1,064.26	
02/14/25	558626	Dylan Michael Mannino	Meal Allowance 2/15	250.00	
02/20/25	2002553	E-Z Rental Center, Inc	Center Rental	607.99	
02/06/25	2002423	EAN Services LLC	Car Rental - B Burnside 1/15-1/16/25	87.21	
02/06/25	6107	Education Solutions Development Inc	APECS Maintenance 2/1/25-1/31/26	12,775.22	Y
02/13/25	2002500	Edvotek Inc	Instructional Supplies	814.74	
02/12/25	6090	EFTPS	Federal Tax Deposit 2/7/25	119,395.28	Y
02/26/25	6130	EFTPS	Federal Tax Deposit 2/21/25	57,466.88	Y
02/20/25	2002578	Egyptian Electric Coop Association	Electric Service - SB Scoreboard 1/1-2/1 Electric Service - Sign 1/1-2/1/25 Electric Service - Annex 1/1-2/1/25 Electric Service - Logan Fitness 1/1-2/1	13,326.17	Y
02/27/25	2002654	Egyptian Electric Coop Association	Electric Service - Ball Facility 1/1-2/1	445.88	
02/27/25	2002655	Elsevier	Medical Supplies for PATH	249.99	
02/14/25	558637	Ensley Joeh Tedeschi	Meal Allowance 2/15	125.00	
02/28/25	558663	Ensley Joeh Tedeschi	Meal Allowance 2/28	125.00	
02/06/25	2002425	Enviro-Tech Termite and Pest Control	Pest Control - DQ Ext 1/20/25	50.00	
02/13/25	2002501	Enviro-Tech Termite and Pest Control	Pest Control - Annex 2/3/25	115.00	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/13/25	2002501	Enviro-Tech Termite and Pest Control	Pest Control - WF Ext 1/28/25	115.00	
02/27/25	2002656	Enviro-Tech Termite and Pest Control	Pest Control - Main Campus 2/7/25 Pest Control - DQ Ext 2/10/25	550.00	
02/03/25	2002365	Eric George Ebersohl	Health Insurance - February	1,819.65	
02/27/25	2002676	Erica Marks	Travel Advance 3/5-3/7/25	170.00	
02/20/25	2002616	Eunice C Rowe	Work Force Development Class Refund	115.00	
02/14/25	558624	Evan M Lopez	Meal Allowance 2/15	100.00	
02/03/25	2002393	Evelyn P Morrison	Health Insurance - February	16.50	
02/20/25	2002583	Faheem L Harris	HCCTP Student Stipend	1,200.00	
02/13/25	2002523	Fern Logan	Artist - Black History 2/3-2/28/25	250.00	
02/25/25	6104	Futiva	Internet Service 2/1-2/28/25	643.99	
02/06/25	2002475	Gabrielle Leanette Walker	Game Official 1/18/25 1:00 pm	205.00	
02/13/25	2002504	Galls LLC	Officer Supplies	99.30	
02/20/25	2002579	Galls LLC	Office Apparel & Supplies	395.75	
02/03/25	2002363	Gary W Caldwell	Health Insurance - February	291.27	
02/20/25	2002562	Gianaia D Burtley	Trades Grant II Mileage Reimbursement	105.00	
02/16/25	6100	GoTo Communications, Inc	Phone Service - CCRR 2/1-2/28/25 Phone Service & Equipment 2/1-2/28/25	8,586.40	
02/06/25	2002448	Gregory Jones	Game Official 1/18/25 3:00 pm	205.00	
02/27/25	2002659	Gretchen L Hilliard-Cudworth	Travel Advance 3/11-3/15/25	272.00	
02/06/25	2002430	Gunther Salt Company	Grounds Supplies - Ice Control Salt	3,216.04	
02/20/25	2002580	H.E. Mitchell Construction Co Inc.	C&E Wing Ductwork Removal	1,440.67	
02/27/25	2002658	Hamilton County CUSD #10	QIF Grant Award 75% QIF Grant Award - Final	6,000.00	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/06/25	2002434	HD Supply Facilities Maintenance LTD	Custodial Supplies	27.08	
02/06/25	2002435	HD Supply Facilities Maintenance LTD	Custodial Supplies	1,821.58	
02/13/25	2002510	HD Supply Facilities Maintenance LTD	Maintenance Supplies	1,400.24	
02/20/25	2002585	HD Supply Facilities Maintenance LTD	Custodial Supplies	451.05	
02/04/25	6106	HealthEquity Inc	HRA Replenishment	22,727.30	Y
02/10/25	6108	HealthEquity Inc	HRA Fees - February	513.50	
02/13/25	2002511	HealthEquity Inc	HRA Amendment Fee	250.00	
02/21/25	558643	Herrin Woman's Club	Refund - Fine Arts Gala Cancellation	150.00	
02/06/25	2002437	Hines Oil Company Inc	Diesel for Generators	490.00	
02/20/25	2002586	HLN Boutique LLC	Shirts & Vests - HCCTP	633.00	
02/13/25	2002512	HSG Mechanical Contractors Inc	Preventative Maintenance - 2nd Qtr	1,500.00	
02/27/25	2002661	HSG Mechanical Contractors Inc	Boiler Repair	3,009.89	
02/13/25	2002513	Huelsmann Distributing Company Inc	Instructional Supplies	71.67	
02/13/25	2002484	Hunter Beshears	Game Official 1/29/25 7:00 pm	205.00	
02/27/25	2002662	ICCCFO	Spring Conference Registration-Chamness Spring Conference Registration-K Bevis	250.00	
02/06/25	2002441	ICCTA - IL Community College Trustees Associa	Dues - 2nd Half FY25	7,221.00	
02/06/25	2002442	IDN H Hoffman Inc	Maintenance Repair Supplies	355.87	
02/27/25	558665	Illinois Central College	Entry Fee Ron Marshall Spring Fling	1,050.00	
02/13/25	6091	Illinois Dept of Revenue	State Tax Deposit 2/13/25	49,372.41	Y
02/27/25	6131	Illinois Dept of Revenue	State Tax Deposit 2/27/25	25,225.15	Y
02/13/25	2002540	Illinois FOP Labor Council	Union Dues (LU) January	540.00	
02/13/25	2002541	Illinois State Disbursement Unit	Child Support 1719900/2019D000282 Child Support 1707700/2022DC000014	1,613.77	



# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/13/25	2002541	Illinois State Disbursement Unit	Child Support 2021-F-11	1,613.77	
02/21/25	2002634	Illinois State Disbursement Unit	Child Support 2021-F-11	162.50	
02/06/25	2002443	ILMO Products Company	Instructional Supplies	844.17	
02/13/25	2002514	ILMO Products Company	Instructional Supplies	200.70	
02/20/25	2002592	ILMO Products Company	Instructional Supplies	260.97	
02/27/25	2002663	ILMO Products Company	Instructional Supplies	322.80	
02/20/25	2002561	Inis P Barney	QIF Grant Award - 75%	900.00	
02/11/25	558612	InnoSoft Canada Inc	Fusion Transactions Oct-Dec 2024	525.78	
02/27/25	2002681	J Patrick Morey	Reimburse - Team Meal	317.70	
02/21/25	558645	Jackie korey Houston Jr	HCCTP Student Stipend 2/3-2/14/25	1,200.00	
02/14/25	558617	Jacob Rylan Gothrup	Meal Allowance 2/15	250.00	
02/14/25	558616	Jaden David Correa	Meal Allowance 2/15	200.00	
02/13/25	2002505	Jaime Javier Garcia	Reimburse Officer Supplies	143.98	
02/20/25	2002576	Jalan Jowan Davis	HCCTP Student Stipend	1,200.00	
02/13/25	2002542	JALC - IEA/NEA Chapter	IAHE Dues Ded/January	5,472.00	
02/06/25	2002445	JALC Foundation	Clearing Account	8,750.00	
02/13/25	2002515	JALC Foundation	Clearing Account	100.00	
02/13/25	2002543	JALC Foundation	Foundation Ded (LF) January	311.50	
02/20/25	2002594	JALC Foundation	BOT Merit Scholarship - P Graves	1,000.00	
02/27/25	2002666	JALC Foundation	Clearing Account	13,600.00	Y
02/27/25	2002693	Jalen J Turner	HCCTP Student Stipend 2/3-2/5/25	360.00	
02/06/25	2002411	James Bickham	Game Official 1/29/25 7:00 pm	205.00	
02/13/25	2002521	James N Kowzan	Game Official 1/18/25 1:00 pm	410.00	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/13/25	2002521	James N Kowzan	Game Official 1/29/25 5:00 pm	410.00	
02/13/25	2002481	James R Adams	Reimburse Clothing Allowance	58.89	
02/27/25	2002637	James R Adams	Officer Supplies	71.80	
02/03/25	2002374	James W Harris	Health Insurance - February	16.50	
02/03/25	2002406	Janada Schaubert	Health Insurance - February	3.12	
02/27/25	2002643	Jane Marie Bryant	Travel 2/6-2/6/25	1,299.91	
02/03/25	2002397	Janice R Palese	Health Insurance - February	16.50	
02/14/25	558618	Janiya Arkiyah Harrison	Meal Allowance 2/15	125.00	
02/28/25	558651	Janiya Arkiyah Harrison	Meal Allowance 2/28	125.00	
02/27/25	2002649	Jason Claunch	Timing & Bibs for Snowman Shuffle	631.88	
02/14/25	558627	Jayden N Miles	Meal Allowance 2/15	125.00	
02/28/25	558655	Jayden N Miles	Meal Allowance 2/28	125.00	
02/06/25	2002446	Jenzabar Inc	Data Cloud Premium 2/16/25-2/15/26	16,500.00	Y
02/20/25	2002603	Jeremy Carter McKinney	Meal Allowance 2/15/25	250.00	
02/21/25	558642	Jeremy Carter McKinney	Meal Allowance - February 15th	250.00	
02/06/25	2002444	Jeremy Irlbeck	Game Official 1/25/25 1:00 pm	205.00	
02/27/25	2002665	Jeremy Isenman	Game Official 2/15/25 3:00 pm	205.00	
02/13/25	2002528	Jevin G Redman	Game Official 2/1/25 1:00 pm	205.00	
02/03/25	2002358	Jim R Bales	Health Insurance - February	82.51	
02/13/25	2002517	JMO Mobile Modular LLC	Storage Container for HVAC	4,625.00	
02/06/25	2002438	Jodie M Hines	Travel Advance 2/15-2/19/25	265.00	
02/13/25	2002495	Joel T.H. Crenshaw	Game Official 2/1/25 3:00 pm	205.00	
02/03/25	2002404	John C Sala	Health Insurance - February	16.50	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/03/25	2002402	John J Profilet	Health Insurance - February	138.69	
02/03/25	2002378	Johnna Lynn Herren	Health Insurance - February	1,333.52	
02/06/25	2002447	Johnstone Supply	Maintenance Repair Supplies	276.63	
02/13/25	2002518	Johnstone Supply	Maintenance Repair Supplies	4,942.43	
02/20/25	2002595	Johnstone Supply	Maintenance Repair Supplies	87.90	
02/03/25	2002403	Jon Rivers	Health Insurance - February	82.51	
02/13/25	2002507	Jonathan D Green	Game Official 1/29/25 5:00 pm	205.00	
02/20/25	2002626	Jonathan G Travelstead	Speaker Fee - Poetry Reading 2/5/25	500.00	
02/13/25	2002536	Jordan Wilson	Game Official 2/1/25 3:00 pm	205.00	
02/06/25	2002457	Joseph D Mitchell	Reimburse Clothing Allowance	165.91	
02/03/25	2002373	Joseph R Hancock	Health Insurance - February	16.50	
02/06/25	2002429	Joshua K Grenzebach	Game Official 1/25/25 1:00 pm	205.00	
02/03/25	2002384	Judith C Korando	Health Insurance - January Health Insurance - February	148.52	
02/14/25	558629	Julian Norris Jr	Meal Allowance 2/15	125.00	
02/28/25	558656	Julian Norris Jr	Meal Allowance 2/28	125.00	
02/06/25	2002449	JW Pepper & Son Inc	Instructional Supplies	81.09	
02/03/25	2002405	Karen Sala	Health Insurance - February	16.50	
02/20/25	2002633	Karla J Yates	QIF Grant Award - Final	180.00	
02/27/25	2002691	Kassandra R. Teal	Travel 2/21/25	264.60	
02/20/25	2002559	Katelyn Nicole Atwood	Trades Grant II Mileage Reimbursement	140.00	
02/06/25	2002419	Kenny R Clendenin	Reimburse Clothing Allowance	178.56	
02/20/25	2002597	Kids Corral Inc	QIF Grant Award 75%	4,200.00	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/14/25	558641	Kiera Raelyn Whitaker	Meal Allowance 2/15	125.00	
02/28/25	558664	Kiera Raelyn Whitaker	Meal Allowance 2/28	125.00	
02/27/25	2002669	Kimball International Marketing Inc.	Office Furniture - Business Office	2,550.81	
02/20/25	2002568	Kolten Lane Chick	HCCTP Student Stipend	960.00	
02/20/25	2002598	Konica Minolta Business Solutions USA Inc	Maintenance & Click Charges - January	1,749.70	
02/26/25	6133	Konica Minolta Premier Finance	Equipment Lease 1/26-2/25/25	3,954.50	
02/13/25	2002522	Kurzweil Education, Inc.	Web License Renewal 4/13/25-4/12/26	2,200.00	
02/06/25	2002454	Kyle Paul Marler	Game Official 1/25/25 3:00 pm	205.00	
02/05/25	558610	Kyle Surprenant	Baseball Trip Pensacola, FL	1,245.00	
02/27/25	2002670	Laborers Local 773	Union Dues - Feb & Mar - B Reed Union Initiation Fee - M Campbell Union Initiation Fee - B Reed Dues - Feb & Mar - C Lindsey Union Initiation Fee - C Lindsey Dues - Feb & Mar - M Campbell	2,595.00	
02/20/25	2002599	Lakeshore Learning Materials	CCRR Supplies Supplies	658.35	
02/03/25	2002386	Larry Dale Marrs	Health Insurance - February	34.13	
02/03/25	2002396	Larry Maurice Page	Health Insurance - February	34.13	
02/27/25	2002671	Lenovo (United States) Inc	ThinkPads	23,650.00	Y
02/20/25	2002570	Lindsay D Cole	Trades Grant II Mileage Reimbursement	135.80	
02/03/25	2002380	Lisa A Hudgens	Health Insurance - February	311.45	
02/20/25	2002601	Little Sprouts Learning Center	QIF Grant Award 75%	2,625.00	
02/06/25	2002451	Little Treasures Child Development Center	QIF Grant Award 75%	2,625.00	
02/27/25	2002672	Little Treasures Child Development Center	QIF Grant Award - 75% (CDC2)	2,625.00	
02/27/25	2002673	Little Treasures Child Development Center	QIF Grant Award - 75% (CDC4)	4,200.00	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/27/25	2002674	Little Treasures Child Development Center	QIF Grant Award - 75% (CDC7)	2,625.00	
02/13/25	2002544	Logan Operational Staff Association	LOSA Dues/January	900.14	
02/21/25	2002635	Logan Operational Staff Association	LOSA DUES/FEBRUARY	900.14	
02/06/25	2002452	Long Haul Leasing LLC	Fox Box Rent - December - HCCTP	100.00	
02/27/25	2002668	Lottie Leigh Jones	Travel Advance 3/5-3/7/25	170.00	
02/27/25	558666	Lucas P Melvin I	Reimburse for Team Meal on Gateway Trip	224.31	
02/20/25	2002608	Lushawna M Morris	Trades Grant II Mileage Reimbursement	140.00	
02/13/25	2002520	Madilyn N Kerrigan	Travel 1/16-1/17/25	231.71	
02/27/25	2002694	Maggie Ranae Wright	Trades Grant Mileage Reimbursement	197.40	
02/06/25	2002459	Magnus Julian Noble	Travel Advance 2/15-2/19/25	265.00	
02/20/25	2002596	Malinda G Jones	Trades Grant II Mileage Reimbursement	196.00	
02/06/25	2002453	Malones Early Learning Center	Partial Reimbursement - Registration Fee	6,586.24	
02/20/25	2002602	Malones Early Learning Center	QIF Grant Award - Final	1,400.00	
02/03/25	558607	Mandy J Little	Travel Advance 2/9-2/12/25	526.77	
02/20/25	2002555	Mansfield Power & Gas LLC	Main Campus-Gas 1/1/25-1/31/25	25,221.95	Y
02/14/25	558625	Mariah Destiny Maclin	Meal Allowance 2/15	125.00	
02/28/25	558654	Mariah Destiny Maclin	Meal Allowance 2/28	125.00	
02/03/25	2002400	Marie Perkins	Health Insurance - February Health Insurance - January	33.00	
02/20/25	2002593	Mario Jackson	HCCTP Student Stipend	1,200.00	
02/20/25	2002605	Martin L Merrill	Travel Advance 2/25-2/27/25	409.40	
02/06/25	2002416	Marvin Childs	Game Official 1/25/25 3:00 pm	205.00	
02/03/25	2002385	Mary H Landes	Health Insurance - February	16.50	

# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/03/25	2002395	Mary O'Hara	Health Insurance - February	82.51	
02/06/25	2002473	Matthew Varney	Broadcasting 1/9-1/25/25	315.00	
02/27/25	2002678	MCR Medical Supply	Instructional Supplies	161.00	
02/03/25	2002399	Melanie Pecord	Health Insurance - February	1,819.65	
02/06/25	2002455	Menards	Maintenance Repair Supplies	830.89	
02/13/25	2002525	Menards	Maintenance Repair Supplies Credit - Maintenance Repair Supplies	332.67	
02/20/25	2002604	Menards	Maintenance Repair Supplies	74.36	
02/27/25	2002679	Menards	Maintenance Repair Supplies	71.58	
02/03/25	2002394	Merian Norris	Health Insurance - February	16.50	
02/03/25	2002381	Michael Kevin Jakubco	Health Insurance - February	138.69	
02/03/25	2002392	Michael Morgan	Health Insurance - February	2,284.07	
02/20/25	2002575	Michael R Croteau	Trades Grant II Mileage Reimbursement	151.20	
02/27/25	2002683	Michael V Nolan	Game Official 2/15/25 3:00 pm	205.00	
02/06/25	2002431	Michelle D Hamlin	Travel Advance 2/15-2/19/25	265.00	
02/20/25	2002581	Michelle D Hamlin	Travel 10/9-12/4/24 Travel 10/11-12/6/24 Travel 2/6-2/7/25	396.48	
02/03/25	2002370	Michelle Hamilton	Health Insurance - February	1,333.52	
02/27/25	2002657	Michelle L Guy	Travel Advance 3/5-3/7/25	437.68	
02/06/25	2002456	Midland Paper	Stockroom Supplies	2,765.00	
02/19/25	6109	Midwest Insurance Company	Audit Adjustment on WC Premium Workers Comp Insurance Premium	15,396.00	Y
02/27/25	2002680	Midwest Pool and Court Co	Pool Maintenance Supplies	2,401.56	
02/14/25	558631	Mikala Sunshine Rambert Carter	Meal Allowance 2/15	125.00	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/28/25	558657	Mikala Sunshine Rambert Carter	Meal Allowance 2/28	125.00	
02/13/25	2002526	Mississippi River Radio LLC	Advertising	2,805.00	
02/20/25	2002613	Myranda Nicole Randall	Trades Grant Mileage Reimbursement	127.40	
02/27/25	2002682	National Louis University	Conference Registration Fees - May 25	2,850.00	
02/20/25	6132	Nelnet Business Services	Refund Maintenance 1/1-1/31/25	456.40	
02/14/25	558623	Nevaeh G Laster	Meal Allowance 2/15	120.00	
02/06/25	2002476	Nina L Wargel	Travel 1/22-1/29/25	120.33	
02/20/25	2002556	Nina L Wargel	Travel Reimbursement	46.55	
02/20/25	2002611	Nora Marie Poldrugach	Trades Grant Mileage Reimbursement	137.20	
02/06/25	2002460	ODP Business Solutions, LLC	Stockroom Supplies	247.90	
02/20/25	2002609	ODP Business Solutions, LLC	CSS Supplies	1,515.09	
02/03/25	558609	Office of the Secretary of State	Municipal Plate Registration Fee	8.00	
02/13/25	2002527	Omega Industrial Supply Inc	Maintenance Supplies	225.71	
02/06/25	2002461	Orthotech Sports Medical Equipment Inc	Preventative Maintenance on Equipment	1,130.00	
02/14/25	558639	Paige Kaylyn Vasquez	Meal Allowance 2/15	120.00	
02/03/25	2002375	Pamala Kay Hays	Health Insurance - February	45.81	
02/27/25	2002664	Patricia J Ingram	QIF Grant Award 75%	788.00	
02/14/25	558635	Patricija Tamasauskas	Meal Allowance 2/15	125.00	
02/28/25	558661	Patricija Tamasauskas	Meal Allowance 2/28	125.00	
02/06/25	2002427	Paul Fitzwater	Game Official 1/25/25 3:00 pm	205.00	
02/20/25	2002557	Paula K Anderson	Continuing Education Class Refund	61.00	
02/07/25	558611	Pharos Holdings LLC	S.LaPanne Pharo Holdings-Lighthouse	1,183.03	
02/20/25	2002610	Pitney Bowes Global Financial Services LLC	Postal Equipment Lease 12/27-3/26/25	1,319.64	

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/12/25	6098	Pitney Bowes Reserve Account	Prepaid Postage 2/11/25	2,500.00	
02/06/25	2002462	PLP Battery Supply	Maintenance Supplies	86.60	
02/27/25	2002684	Pocket Nurse	Instructional Supplies Training Manikins for CPR & AED	1,881.13	
02/20/25	2002631	Preston Dominick Washington	HCCTP Student Stipend	1,140.00	
02/03/25	2002369	Priscilla L Gray	Health Insurance - February	16.50	
02/20/25	2002612	Rainbow Day Care Center Inc	QIF Grant Award - Final	525.00	
02/20/25	2002614	Rascal X-Press, Inc.	QIF Grant Award 75%	2,250.00	
02/20/25	2002565	Rasheed A Casler	HCCTP Student Stipend	1,200.00	
02/20/25	2002615	Ray O'Herron Company Inc	Uniforms	1,950.00	
02/03/25	2002360	Rebecca G Borgsmiller	Health Insurance - February	82.51	
02/13/25	2002545	Reliance Standard Life Insurance Company	VLTD February	722.53	
02/06/25	2002463	Republic Services #732	Waste Disposal - Main Campus - January Waste Disposal - DQ Ext 2/1-2/28/25 Waste Disposal - WF Ext 2/1-2/28/25	1,544.07	
02/06/25	2002464	Ricky T Ricci	Broadcasting 1/18-1/29/25	315.00	
02/13/25	2002502	Robert L Frazier Jr	Game Official 1/18/25 3:00 pm Game Official 2/1/25 3:00 pm	410.00	
02/03/25	2002389	Robert L Mees	Health Insurance - February	82.51	
02/03/25	2002366	Roberta Egelston	Health Insurance - February	1,333.52	
02/03/25	2002398	Robin Pauls	Health Insurance - February	1,078.00	
02/27/25	2002685	Robin's Nest Learning Center	QIF Grant Award 75%	3,600.00	
02/06/25	2002412	Robyn R Brummett	Travel 1/14-1/28/25	22.40	
02/27/25	2002667	Roger Jeter	Travel 1/31/25	39.20	
02/06/25	2002465	Safety-Kleen Systems Inc	Equipment Maintenance	263.94	



# John A. Logan College

## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/06/25	2002466	Scantron Corporation	Instructional Supplies	1,834.24	
02/06/25	2002477	Scott Wernsman	Travel 1/28-1/31/25	40.28	
02/06/25	2002470	Shanda R Sylwester	Travel 9/18-11/13/24	93.80	
02/27/25	2002689	Shanda R Sylwester	Travel Advance 3/5-3/7/25	170.00	
02/27/25	2002686	Sherwin-Williams Company	Maintenance Repair Supplies	316.84	
02/20/25	2002607	Shirley Ann Monroe	Trades Grant II Mileage Reimbursement	121.80	
02/03/25	2002364	Shirley Calhoun	Health Insurance - February	16.50	
02/03/25	2002376	Shirley Hays	Health Insurance - February	16.50	
02/20/25	2002617	Shivelbine Music Inc	Instructional Supplies	45.00	
02/27/25	2002687	Shred-It	Shredding Service 1/27/25	105.19	
02/20/25	2002618	Silkworm Inc	Ambassador Oversized Checks	300.00	
02/27/25	2002688	Silkworm Inc	Promotional Items - Auto Shirts Reinking on Promotional Items	286.75	
02/06/25	2002467	Snap-on Industrial	Instructional Supplies	89.76	
02/14/25	558619	Sophie G Hill	Meal Allowance 2/15	120.00	
02/06/25	2002468	South Side Lumber Inc	Pool Maintenance Supplies	1,186.20	
02/20/25	2002620	South Side Lumber Inc	Instructional Supplies - HCCTP	268.44	
02/03/25	2002362	Stacy Buckingham	Health Insurance - February	1,333.52	
02/03/25	2002379	Stacy Holloway	Health Insurance - February	1,264.66	
02/20/25	2002621	Staples Business Credit	Office Supplies Supplies	638.78	
02/20/25	2002622	State Beauty Supply	Instructional Supplies	668.92	
02/03/25	6088	State Universities RetirementSystem	SURS 1/15/25 PR	68,191.01	Y
02/24/25	6129	State Universities RetirementSystem	SURS 1/31/25 PR	123,065.83	Y

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/13/25	2002516	Stephanie Jarvis	Travel 1/12-1/29/25	141.12	
02/06/25	2002469	Stericycle, Inc.	Waste Disposal 2/1-2/28/25	223.41	
02/13/25	2002529	Stiles Office Solutions Inc	Instructional Supplies - HCCTP Office Supplies	326.75	
02/20/25	2002623	Stiles Office Solutions Inc	Office Supplies	97.42	
02/03/25	2002387	Susan May	Health Insurance - February	1,333.52	
02/13/25	2002530	Swinford Publications LLC	Advertising	500.00	
02/13/25	2002546	Symetra Life Insurance Company	Life Ins/February	8,119.58	
02/13/25	2002531	T Street Rides VIP Limo	Bus Trip 1/29-2/2/25 Florida Car Rental - C Jones 1/22/25 Car Rental - T Smithpeters 1/22/25	8,987.50	
02/20/25	2002624	T Street Rides VIP Limo	Bus Trip - Nashville, TN 2/10/25 Bus Trip - Mount Carmel, IL 2/5/25 Bus Trip - Nashville, TN 2/5/25	6,081.24	
02/27/25	2002690	T Street Rides VIP Limo	Bus Trip - Florida & Alabama 2/7-2/16/25	12,375.00	Y
02/20/25	2002606	Tamera Janae Mitchell	Trades Grant II Mileage Reimbursement	221.20	
02/20/25	2002630	Taylor Andrews Waldron	Meal Allowance 2/15/25	250.00	
02/21/25	558647	Taylor Andrews Waldron	Meal Allowance - February 15th	250.00	
02/14/25	558634	Taylor Bernard Cental Smith	Meal Allowance 2/15	125.00	
02/28/25	558660	Taylor Bernard Cental Smith	Meal Allowance 2/28	125.00	
02/20/25	2002590	Taylor M Hubbs	Trades Grant II Mileage Reimbursement	270.20	
02/14/25	558620	Taylor N Horton	Meal Allowance 2/15	125.00	
02/28/25	558652	Taylor N Horton	Meal Allowance 2/28	125.00	
02/13/25	2002547	Teamsters Local 50	Union Dues (TU) January	2,242.00	
02/20/25	2002625	The Tedrick Group	Risk Managment Insurance & Consulting	20,231.52	Y

# John A. Logan College

## Monthly Expenditure List

**2/1/2025 - 2/28/2025**

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/06/25	2002471	Thermo Fisher Scientific Inc	Instructional Supplies	893.22	
02/21/25	558644	Thorntons Sausage	Refund - Fine Arts Gala Cancellation	500.00	
02/06/25	2002472	TimeClock Plus LLC	Scheduling License 2/28-3/27/25	133.75	
02/03/25	2002408	Timothy Allen Williams	Health Insurance - February	1,333.52	
02/06/25	2002439	Timothy D. Hostert	Instructional Supplies	216.00	
02/13/25	2002532	TK Elevator Corporation	Elevator Maintenance	947.06	
02/03/25	2002371	Tom C Hamlin	Health Insurance - February	1,501.74	
02/27/25	2002692	Trajecsys Corporation	Online Reporting System - DMS	2,250.00	
02/06/25	2002432	Trey Hargrove	Game Official 1/29/25 7:00 pm	205.00	
02/13/25	2002533	Tri-C Soccer Inc	Team Sponsorship - Carterville Soccer	250.00	
02/20/25	2002591	Trista Lynn Hubbs	Trades Grant II Mileage Reimbursement	389.20	
02/26/25	6110	U S Department of Veterans Affairs	CH33 Refund - D Cripps CH33 Refund - C Marshall CH33 Refund - K Beck CH33 Refund - R Teague	1,006.00	
02/28/25	6134	U S Department of Veterans Affairs	CH33 Refund - C Kneezle CH33 Refund - D Cluck	860.00	
02/13/25	6099	Verizon Wireless	Internet Service - GED Zion Church Phone & Internet Service 1/22-2/21/25 Phone Service - Marketing 1/22-2/21/25	570.77	
02/20/25	2002628	Verizon Wireless	Phone Service - Safety Towers 12/28-1/27	124.11	
02/03/25	2002357	Vicki Autry	Health Insurance - February	16.50	
02/20/25	2002587	Vickie L Holmes	QIF Grant Award 75%	2,250.00	
02/07/25	6089	VOYA Institutional Trust Company	Annuities 1/31/25 PR	3,250.00	
02/21/25	6092	VOYA Institutional Trust Company	Annuities 2/15/25 PR	775.00	
02/06/25	2002474	VWR International LLC	Instructional Supplies	1,247.85	

# John A. Logan College

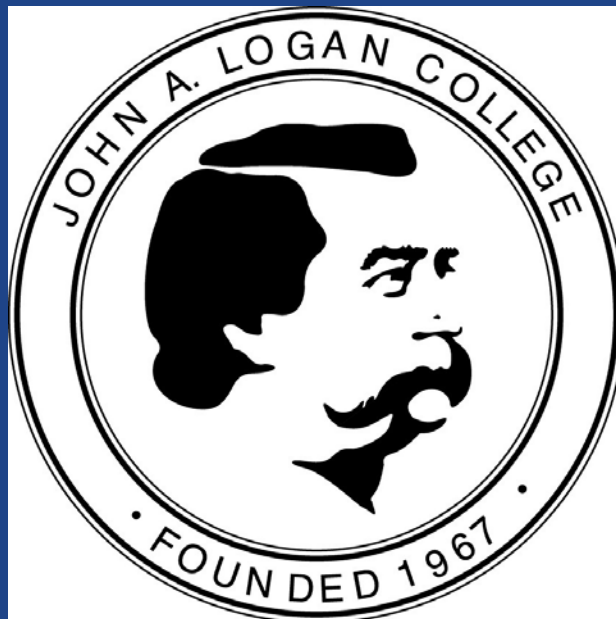
## Monthly Expenditure List

2/1/2025 - 2/28/2025

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
02/13/25	2002534	VWR International LLC	Instructional Supplies Instructional Supplies	1,201.86	
02/20/25	2002629	W.J. Burke Electric Company	Parking Lot Light Replacement	10,737.50	Y
02/13/25	2002535	WageWorks Inc	Administrative Fees / Cobra	121.55	
02/06/25	2002450	William Novotny Lawrence	Honorarium - Historicized Traumas	1,200.00	
02/06/25	2002428	Zachary Goode	Game Official 1/18/25 3:00 pm	205.00	
02/20/25	2002619	Zachary M Sims	Meal Allowance 2/15/25	250.00	
02/21/25	558646	Zachary M Sims	Meal Allowance - February 15th	250.00	
02/13/25	2002537	Zogics	Logan Fitness Supplies - Wipes	1,025.49	
02/27/25	2002695	Zoho Corporation	Annual Fee for ManageEngine 3/5-3/4/26	1,616.00	
<b>Grand Total</b>				<u>1,520,501.07</u>	

# Addendum to Expenditure Report

## Travel over \$3,500 and Board Travel



JOHN A. LOGAN COLLEGE

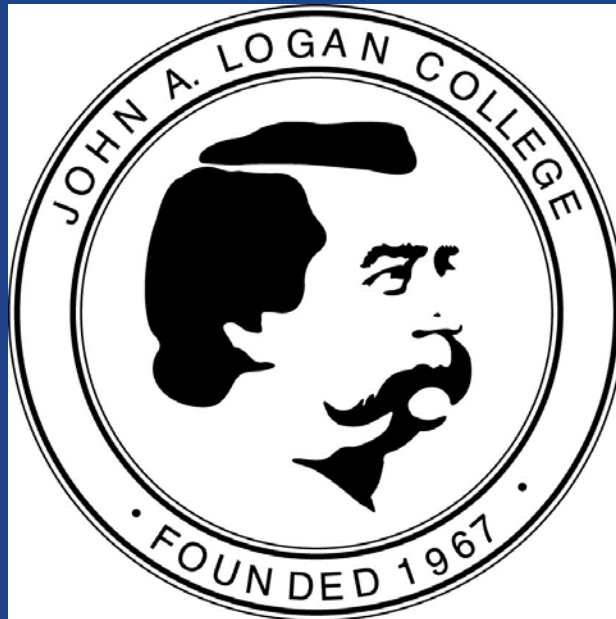
Checks Voided  
2/1/2025 - 2/28/2025

<u>Void Date</u>	<u>Check Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Transaction Description</u>	<u>Check Amount</u>
2/28/2025	1/23/2025	2002253	Ace Hardware Of Energy	Maintenance Repair Supplies	550.19
2/11/2025	1/23/2025	2002272	Education Solutions Development	APECS/HR Payroll Support - Install #1	12,166.88
2/6/2025	2/6/2025	2002424	Education Solutions Development	APECS HR/Payroll Support	608.34
2/4/2025	12/19/2024	2002005	HealthEquity Inc	HRA Fees - December	533.00
2/20/2025	2/20/2025	2002589	Jackie korey Houston Jr	HCCTP Student Stipend	1,200.00
2/20/2025	2/20/2025	2002554	JALC Foundation - Scholarships	Fdtn BOT Merit Scholarship/PGraves	1,000.00
				Total Checks Voided During Period	<u>16,058.41</u>



# Consent Agenda Item 8.J

## Treasurer's & Financial Report





**JOHN A. LOGAN COLLEGE**

**TREASURER'S REPORT**

**&**

**FINANCIAL REPORT**

**SEVEN MONTHS ENDED**

**JANUARY 31, 2025**

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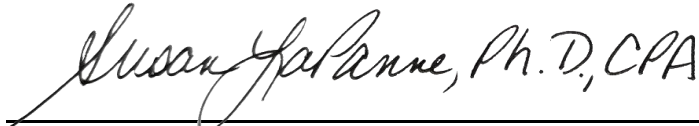
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## JOHN A. LOGAN COLLEGE

TREASURER'S REPORT  
JANUARY 31, 2025

	First Mid-Illinois Accounts	Bank of Herrin Trust Accounts	Banterra Accounts & Investments	Illinois Funds Investments	Total
BANK STATEMENT BALANCE	164,367.53	3,094,880.27	21,526,508.49	19,421,907.76	44,207,664.05
O/S Deposits/(Deductions)	5,557.72	(9,842.49)	475,871.66	(17,709.74)	453,877.15
	169,925.25	3,085,037.78	22,002,380.15	19,404,198.02	44,661,541.20
Less O/S Checks	-	-	753,221.05	-	753,221.05
	169,925.25	3,085,037.78	21,249,159.10	19,404,198.02	43,908,320.15
Plus Cash on Hand	3,200.00	-	-	-	3,200.00
BANK BALANCE PER BOOKS	173,125.25	3,085,037.78	21,249,159.10	19,404,198.02	43,911,520.15
% of Invested Cash Balances	0.4%	7.0%	48.7%	43.9%	
				All Cash	\$ 10,171,171.60
				All Investments	33,740,348.55
					\$ 43,911,520.15

RESPECTFULLY SUBMITTED,



DR. SUSAN LAPANNE, VP FOR BUSINESS SERVICES AND CFO

**JOHN A. LOGAN COLLEGE  
SCHEDULE OF INVESTMENTS  
JANUARY 31, 2025**

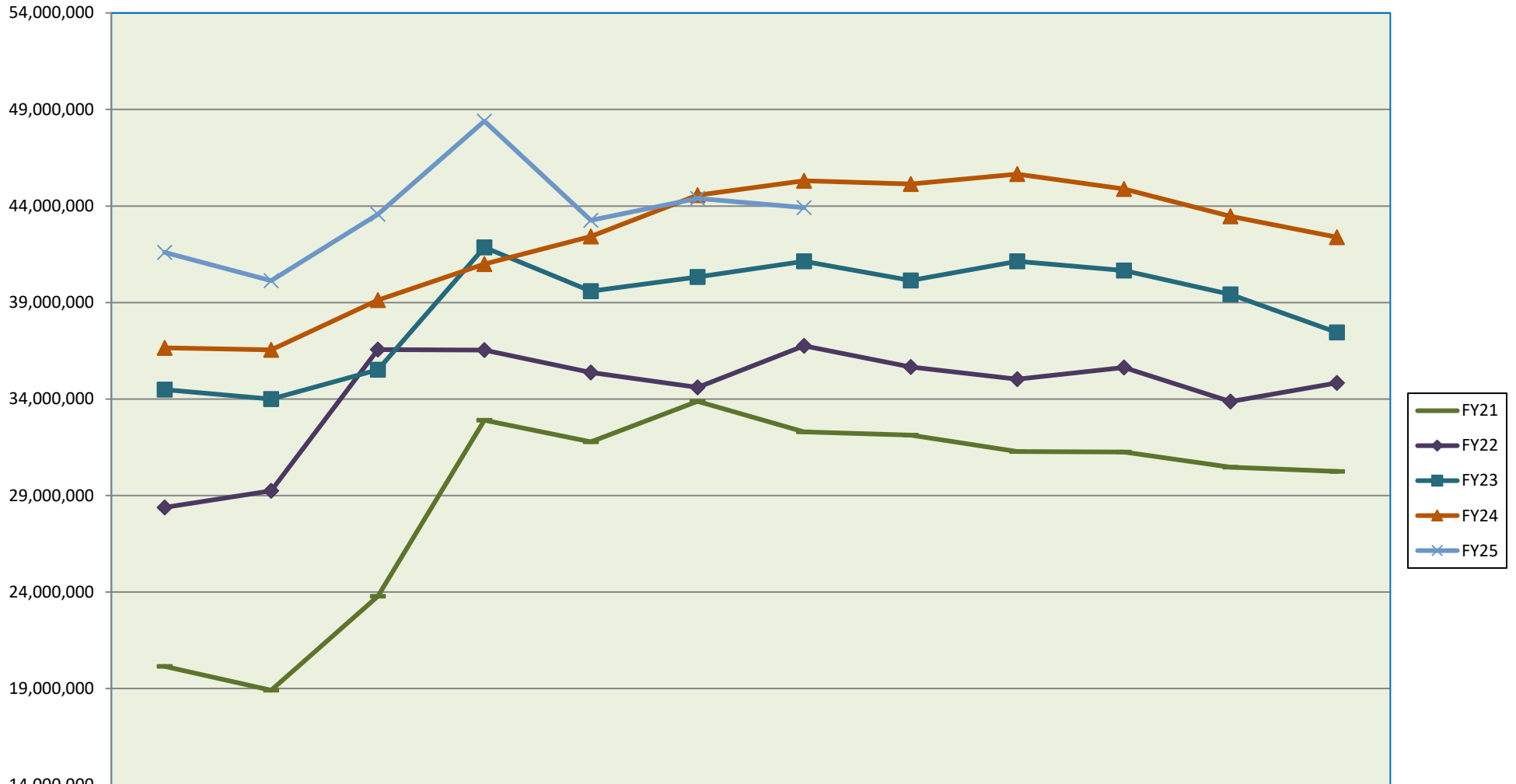
INVESTMENT FUND	TYPE OF INVESTMENT	INTEREST/ DIVIDEND RATE*	MATURITY DATE	AMOUNT
Education	Illinois Funds	4.556%	On Demand	\$ 12,651,945.85
	Higher Reach E-Pay	4.556%	On Demand	29,167.01
	Business Office E-Pay	4.556%	On Demand	626,392.66
	General Store & Student Activities E-Pay	4.556%	On Demand	25,131.33
	Banterra ICS	2.530%	On Demand	1,227,868.90
Building	Illinois Funds	4.556%	On Demand	1,085,837.47
	Business Office E-Pay	4.556%	On Demand	1,012.00
	Banterra ICS	2.530%	On Demand	239,588.19
Building-Restricted	Illinois Funds	4.556%	On Demand	-
	Banterra ICS Bonds	1.070%	On Demand	7,018,349.38
	Banterra ICS	2.530%	On Demand	1,478,030.69
Bond & Interest	Illinois Funds	4.556%	On Demand	-
	Banterra ICS	2.530%	On Demand	23,693.08
Auxiliary Fund	Illinois Funds	4.556%	On Demand	-
	Business Office E-Pay	4.556%	On Demand	238.01
	General Store & Student Activities E-Pay	4.556%	On Demand	8,321.33
Restricted Purposes	Illinois Funds	4.556%	On Demand	770,642.59
	Banterra ICS	2.530%	On Demand	1,517,676.00
Working Cash	Illinois Funds	4.556%	On Demand	4,204,855.52
	Banterra ICS	2.530%	On Demand	1,506,668.45
Student Activity	Illinois Funds	4.556%	On Demand	4.25
	General Store & Student Activities E-Pay	4.556%	On Demand	650.00
Audit Fund	Illinois Funds	4.556%	On Demand	-
	Banterra ICS	2.530%	On Demand	313.72
Liability Protection & Settlement Fund	Illinois Funds	4.556%	On Demand	-
	Banterra ICS	2.530%	On Demand	1,323,962.12
				<u>\$ 33,740,348.55</u>
Weighted Average Rate		<b>3.391%</b>		
3 Month Treasury Bill Rate 1/31/2025		<b>4.20%</b>		
Target Federal Funds Rate 1/31/2025		<b>4.25% -4.50%</b>		

\*Interest/dividend rates are the average Illinois Funds rates and ending Banterra rates for January.

**JOHN A. LOGAN COLLEGE  
CASH IN BANK SUMMARY  
MONTH OF JANUARY 2025**

<b>Fund Name</b>	<b>Beginning Balance</b>	<b>Month Activity</b>	<b>Ending Balance</b>
<b>First Mid-Illinois Bank - Depository &amp; Logan Fitness</b>			
Education Fund	\$ 22,266.37	\$ 7,151.94	\$ 29,418.31
Operations & Maintenance Fund	3,145.00	411.84	3,556.84
Oper Bldg & Maint-Rest Fund	-	456.84	456.84
Bond & Interest Fund	-	3,399.22	3,399.22
Auxiliary Enterprises Fund	42,253.47	(8,690.89)	33,562.58
Restricted Purposes Fund	128,383.78	(31,470.39)	96,913.39
Student Activity Fund	1,980.25	(1,007.05)	973.20
Audit Fund	-	43.48	43.48
Liability Protection & Settle Fund	-	1,601.39	1,601.39
<b>Subtotals</b>	<b>\$ 198,028.87</b>	<b>\$ (28,103.62)</b>	<b>\$ 169,925.25</b>
<b>Bank of Herrin - CDB Trust Accounts</b>			
Oper Bldg & Maint-Rest Fund	\$ 3,094,880.27	\$ (9,842.49)	3,085,037.78
<b>Subtotals</b>	<b>\$ 3,094,880.27</b>	<b>\$ (9,842.49)</b>	<b>\$ 3,085,037.78</b>
<b>Banterra Bank - Operating &amp; Payroll</b>			
Education Fund	\$ 384,519.25	\$ (23,896.40)	\$ 360,622.85
Operations & Maintenance Fund	886,859.97	(202,501.64)	684,358.33
Oper Bldg & Maint-Rest Fund	1,197,012.47	131,554.60	1,328,567.07
Bond & Interest Fund	103,056.99	73,006.80	176,063.79
Auxiliary Enterprises Fund	372,062.26	177,592.33	549,654.59
Restricted Purposes Fund	1,914,629.00	69,627.37	1,984,256.37
Working Cash Fund	688,196.12	2,875.87	691,071.99
Student Activity Fund	152,994.69	(1,402.03)	151,592.66
Audit Fund	96,694.08	1,394.24	98,088.32
Liability Protection & Settle Fund	1,154,449.46	(265,716.86)	888,732.60
<b>Subtotals</b>	<b>\$ 6,950,474.29</b>	<b>\$ (37,465.72)</b>	<b>\$ 6,913,008.57</b>
<b>Grand Totals All Bank Accounts</b>			
Education Fund	\$ 406,785.62	\$ (16,744.46)	\$ 390,041.16
Operations & Maintenance Fund	890,004.97	(202,089.80)	687,915.17
Oper Bldg & Maint-Rest Fund	4,291,892.74	122,168.95	4,414,061.69
Bond & Interest Fund	103,056.99	76,406.02	179,463.01
Auxiliary Enterprises Fund	414,315.73	168,901.44	583,217.17
Restricted Purposes Fund	2,043,012.78	38,156.98	2,081,169.76
Working Cash Fund	688,196.12	2,875.87	691,071.99
Student Activity Fund	154,974.94	(2,409.08)	152,565.86
Audit Fund	96,694.08	1,437.72	98,131.80
Liability Protection & Settle Fund	1,154,449.46	(264,115.47)	890,333.99
<b>Cash in Bank Totals</b>	<b>\$ 10,243,383.43</b>	<b>\$ (75,411.83)</b>	<b>\$ 10,167,971.60</b>
Plus Cash on Hand	3,200.00	-	3,200.00
<b>Grand Totals</b>	<b>\$ 10,246,583.43</b>	<b>\$ (75,411.83)</b>	<b>\$ 10,171,171.60</b>

### All CASH AND INVESTMENTS BY MONTH



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
—●— FY21	20,153,279	18,912,819	23,784,498	32,905,686	31,782,511	33,881,082	32,291,614	32,131,805	31,278,202	31,260,445	30,463,412	30,244,842
—◆— FY22	28,383,406	29,246,792	36,566,086	36,539,171	35,374,458	34,598,805	36,756,596	35,655,511	35,023,401	35,629,227	33,868,679	34,841,349
—■— FY23	34,483,320	33,998,317	35,520,643	41,857,391	39,584,492	40,320,647	41,138,983	40,136,336	41,140,518	40,660,026	39,417,052	37,454,044
—▲— FY24	36,657,296	36,547,520	39,122,374	40,997,698	42,425,412	44,562,365	45,303,980	45,139,566	45,650,926	44,880,588	43,467,444	42,380,760
—×— FY25	41,600,218	40,130,888	43,564,861	48,397,650	43,260,255	44,399,265	43,911,520					

October 2020 \$10.0 million received for Debt Certificate issue.

**JOHN A. LOGAN COLLEGE**  
**OPERATING FUNDS**  
**JANUARY 31, 2025**  
**58% FISCAL YEAR COMPLETE**

<b>REVENUE BY SOURCE</b>	<b>Original FY 2025 Budget</b>	<b>Current Month</b>	<b>Y-T-D FY 2025 Actual</b>	<b>% Y-T-D of Original Budget</b>	<b>Prior Y-T-D Same Period</b>	<b>% Change in \$ from Prior Year</b>
<b>LOCAL GOVERNMENT</b>						
CURRENT TAXES	\$ 8,006,893.00	\$ 154,319.06	\$ 7,207,060.01	90.0%	\$ 7,178,675.63	0.4%
CORP PERSONAL PROP REPLACE	1,325,000.00	136,966.05	393,850.19	29.7%	606,928.91	-35.1%
OTHER LOCAL GOVERNMENT	100,000.00	9,150.00	52,950.00	53.0%	53,500.00	-1.0%
<b>TOTAL LOCAL GOVERNMENT SOURCES</b>	<b>9,431,893.00</b>	<b>300,435.11</b>	<b>7,653,860.20</b>	<b>81.1%</b>	<b>7,839,104.54</b>	<b>-2.4%</b>
<b>STATE GOVERNMENT</b>						
ICCB STATE BASE OPERATING GRANT	3,070,892.00	389,855.91	1,937,765.41	63.1%	2,029,144.47	-4.5%
ICCB STATE EQUALIZATION GRANT	6,276,640.00	523,053.33	3,661,373.31	58.3%	3,871,285.82	-5.4%
ICCB STATE PERFORMANCE ALLOCATION	10,000.00	20,355.00	20,355.00	203.6%	-	N/A
ICCB VETERANS GRANT	95,000.00	-	-	0.0%	-	N/A
ICCB CTE FORUMULA GRANT	375,000.00	166,721.00	333,442.00	88.9%	173,953.50	91.7%
OTHER ICCB GRANTS	77,400.00	-	23,788.45	30.7%	7,522.08	216.2%
OTHER STATE GOVERNMENT	15,500.00	360.00	5,038.25	32.5%	4,625.32	8.9%
<b>TOTAL STATE GOVERNMENT SOURCES</b>	<b>9,920,432.00</b>	<b>1,100,345.24</b>	<b>5,981,762.42</b>	<b>60.3%</b>	<b>6,086,531.19</b>	<b>-1.7%</b>
<b>FEDERAL GOVERNMENT</b>						
DEPARTMENT OF EDUCATION	53,800.00	858.96	17,709.99	32.9%	24,687.90	-28.3%
DEPARTMENT OF HEALTH & HUMAN SERVICES	419,000.00	31,702.76	220,247.08	52.6%	221,711.90	-0.7%
OTHER FEDERAL GOVERNMENT	36,600.00	-	30,043.17	82.1%	2,613.88	1049.4%
<b>TOTAL FEDERAL GOVERNMENT SOURCES</b>	<b>509,400.00</b>	<b>32,561.72</b>	<b>268,000.24</b>	<b>52.6%</b>	<b>249,013.68</b>	<b>7.6%</b>
<b>STUDENT TUITION &amp; FEES</b>						
TUITION	10,297,350.00	3,872,515.00	9,561,874.75	92.9%	9,619,049.00	-0.6%
FEES	767,250.00	293,608.49	681,629.87	88.8%	669,425.36	1.8%
<b>TOTAL STUDENT TUITION &amp; FEES</b>	<b>11,064,600.00</b>	<b>4,166,123.49</b>	<b>10,243,504.62</b>	<b>92.6%</b>	<b>10,288,474.36</b>	<b>-0.4%</b>
<b>OTHER SOURCES</b>						
PUBLIC SERVICE FEES	47,000.00	2,539.50	8,155.50	17.4%	7,631.00	6.9%
SALES AND SERVICE FEES	20,000.00	11,704.00	14,161.00	70.8%	4,146.82	241.5%
FACILITIES REVENUE	160,000.00	11,100.00	59,382.00	37.1%	79,599.00	-25.4%
INTEREST ON INVESTMENTS	862,000.00	71,060.46	505,718.69	58.7%	475,205.02	6.4%
OTHER NONGOVT REVENUE	1,354,340.00	340.00	10,691.27	0.8%	2,139.44	399.7%
<b>TOTAL OTHER SOURCES</b>	<b>2,443,340.00</b>	<b>96,743.96</b>	<b>598,108.46</b>	<b>24.5%</b>	<b>568,721.28</b>	<b>5.2%</b>
<b>TRANSFERS IN</b>						
	300,000.00	-	-	0.0%	-	N/A
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 33,669,665.00</b>	<b>\$ 5,696,209.52</b>	<b>\$ 24,745,235.94</b>	<b>73.5%</b>	<b>\$ 25,031,845.05</b>	<b>-1.1%</b>

\* Operating funds consist of Education fund plus Operating and Maintenance fund.

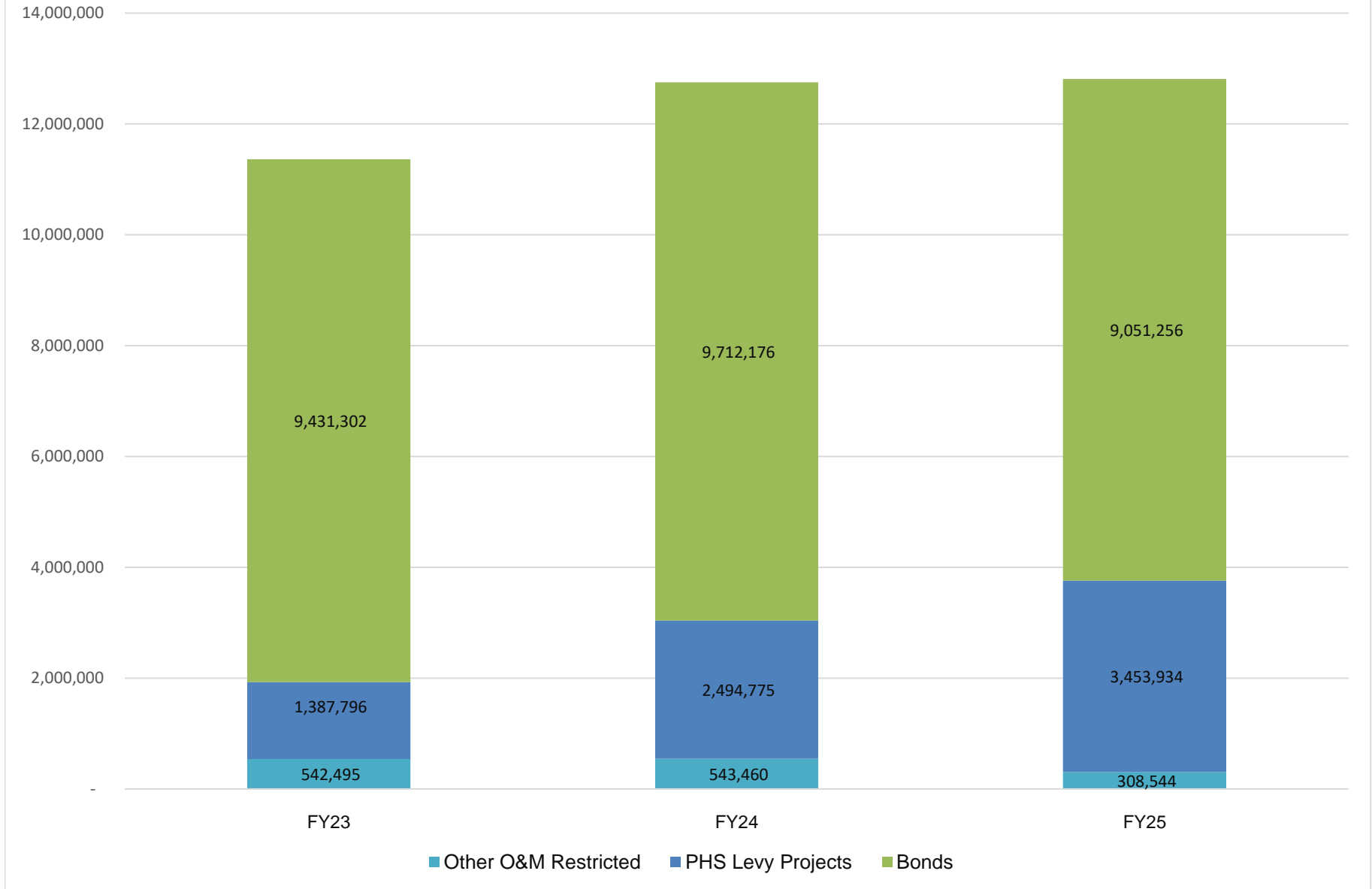
**JOHN A. LOGAN COLLEGE**  
**OPERATING FUNDS**  
**JANUARY 31, 2025**  
58% FISCAL YEAR COMPLETE

	Original FY 2025 Budget	Current Month	Y-T-D FY 2025 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<b><u>EXPENSE BY PROGRAM</u></b>						
INSTRUCTION	\$ 9,043,493.00	\$ 678,245.49	\$ 4,659,075.99	51.5%	\$ 4,601,059.31	1.3%
ACADEMIC SUPPORT	2,606,181.00	190,250.32	1,496,972.43	57.4%	1,401,021.27	6.8%
STUDENT SERVICES	2,589,575.00	206,571.09	1,506,405.56	58.2%	1,596,515.39	-5.6%
PUBLIC SERVICES/CONTINUING EDUCATION	641,124.00	61,516.23	367,272.90	57.3%	327,877.67	12.0%
OPERATION & MAINTENANCE OF PLANT	4,412,833.00	372,358.84	2,370,103.74	53.7%	2,385,267.16	-0.6%
INSTITUTIONAL SUPPORT	9,261,697.00	610,194.67	4,339,484.29	46.9%	3,915,300.24	10.8%
SCHOLARSHIPS, STUDENT GRANTS & WAIVERS	2,710,000.00	610,520.50	2,292,933.56	84.6%	2,136,310.00	7.3%
TRANSFERS OUT	2,374,750.00	239,166.00	1,333,416.00	56.1%	1,484,766.00	-10.2%
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 33,639,653.00</b>	<b>\$ 2,968,823.14</b>	<b>\$ 18,365,664.47</b>	<b>54.6%</b>	<b>\$ 17,848,117.04</b>	<b>2.9%</b>
<b><u>EXPENSE BY OBJECT</u></b>						
SALARIES & WAGES	\$ 19,156,375.00	\$ 1,516,621.58	\$ 10,312,027.04	53.8%	\$ 9,907,143.50	4.1%
EMPLOYEE BENEFITS	1,478,334.00	191,571.61	1,365,940.79	92.4%	1,541,411.39	-11.4%
CONTRACTUAL SERVICES	2,280,886.00	136,243.61	1,103,204.26	48.4%	1,262,703.99	-12.6%
GENERAL MATERIALS & SUPPLIES	1,360,058.00	56,341.76	500,307.09	36.8%	725,521.92	-31.0%
CONFERENCE & MEETING EXPENSE	600,490.00	19,427.46	159,208.28	26.5%	141,719.51	12.3%
FIXED CHARGES	157,734.00	1,669.16	70,770.18	44.9%	11,510.98	514.8%
UTILITIES	996,400.00	96,168.22	562,321.43	56.4%	502,234.42	12.0%
CAPITAL OUTLAY	2,326,946.00	95,650.54	652,866.59	28.1%	114,325.80	471.1%
OTHER	2,757,680.00	615,963.20	2,305,602.81	83.6%	2,156,779.53	6.9%
CONTINGENCY	150,000.00	-	-	0.0%	-	N/A
TRANSFERS OUT	2,374,750.00	239,166.00	1,333,416.00	56.1%	1,484,766.00	-10.2%
<b>TOTAL BUDGETED EXPENSES</b>	<b>\$ 33,639,653.00</b>	<b>\$ 2,968,823.14</b>	<b>\$ 18,365,664.47</b>	<b>54.6%</b>	<b>\$ 17,848,117.04</b>	<b>2.9%</b>
<b>NET REVENUE OVER (UNDER) EXPENSE</b>	<b>\$ 30,012.00</b>	<b>\$ 2,727,386.38</b>	<b>\$ 6,379,571.47</b>	<b>21256.7%</b>	<b>\$ 7,183,728.01</b>	<b>-11.2%</b>

\* Operating funds consist of Education fund plus Operating and Maintenance fund.



## Operations & Maintenance Restricted Fund Balances as of January



**JOHN A. LOGAN COLLEGE**  
**AUXILIARY FUND**  
**JANUARY 31, 2025**  
**58% FISCAL YEAR COMPLETE**

<u>REVENUE BY SOURCE</u>	Original FY 2025 Budget	Current Month	Y-T-D FY 2025 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<b>STUDENT FEES</b>						
STUDENT ACTIVITY FEES	\$ 264,000.00	\$ 100,380.00	\$ 239,260.00	90.6%	\$ 246,055.00	-2.8%
<b>TOTAL STUDENT FEES</b>	<b>264,000.00</b>	<b>100,380.00</b>	<b>239,260.00</b>	<b>90.6%</b>	<b>246,055.00</b>	<b>-2.8%</b>
<b>OTHER SOURCES</b>						
PUBLIC SERVICE FEES	140,000.00	8,522.23	62,660.87	44.8%	70,555.79	-11.2%
SALES AND SERVICE FEES	781,750.00	61,656.85	561,117.53	71.8%	458,475.96	22.4%
OTHER NONGOV'T REVENUE	-	-	1,079.20	N/A	15.00	7094.7%
<b>TOTAL OTHER SOURCES</b>	<b>921,750.00</b>	<b>70,179.08</b>	<b>624,857.60</b>	<b>67.8%</b>	<b>529,046.75</b>	<b>18.1%</b>
<b>TRANSFERS IN</b>	2,063,000.00	166,666.00	1,166,666.00	56.6%	1,166,666.00	0.0%
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 3,248,750.00</b>	<b>\$ 337,225.08</b>	<b>\$ 2,030,783.60</b>	<b>62.5%</b>	<b>\$ 1,941,767.75</b>	<b>4.6%</b>
<u><b>EXPENSE BY OBJECT</b></u>						
<b>PUBLIC SERVICES</b>						
SALARIES & WAGES	\$ 555,952.00	\$ 47,565.47	\$ 368,613.36	66.3%	\$ 326,747.19	12.8%
BENEFITS	115,825.00	29,271.79	84,128.05	72.6%	80,380.83	4.7%
CONTRACTUAL SERVICES	29,425.00	1,030.91	19,441.68	66.1%	26,802.13	-27.5%
GENERAL MATERIALS & SUPPLIES	86,850.00	5,641.33	36,289.41	41.8%	33,589.23	8.0%
CONFERENCE & MEETING EXPENSE	6,750.00	-	755.90	11.2%	964.16	-21.6%
FIXED CHARGES	11,990.00	-	12,349.70	103.0%	-	N/A
UTILITIES	135,500.00	12,949.35	80,487.51	59.4%	76,370.80	5.4%
CAPITAL OUTLAY	20,000.00	-	-	0.0%	11,563.50	-100.0%
OTHER	-	-	-	N/A	3,885.00	-100.0%
<b>TOTAL PUBLIC SERVICES</b>	<b>962,292.00</b>	<b>96,458.85</b>	<b>602,065.61</b>	<b>62.6%</b>	<b>560,302.84</b>	<b>7.5%</b>
<b>INDEPENDENT OPERATIONS</b>						
SALARIES & WAGES	739,574.00	62,851.48	437,471.62	59.2%	413,431.69	5.8%
EMPLOYEE BENEFITS	80,230.00	6,476.90	46,793.19	58.3%	46,580.38	0.5%
CONTRACTUAL SERVICES	275,865.00	5,664.97	103,472.36	37.5%	101,301.44	2.1%
GENERAL MATERIALS & SUPPLIES	273,685.00	11,898.96	127,473.57	46.6%	152,150.22	-16.2%
CONFERENCE & MEETING EXPENSE	242,164.00	3,789.39	105,563.18	43.6%	101,753.50	3.7%
FIXED CHARGES	35,090.00	(135.00)	32,135.30	91.6%	31,475.20	2.1%
UTILITIES	-	340.40	661.06	N/A	-	N/A
CAPITAL OUTLAY	-	-	10,361.00	N/A	-	N/A
SCHOLARSHIPS AND OTHER	220,650.00	5,198.99	94,058.81	42.6%	83,805.20	12.2%
<b>TOTAL INDEPENDENT OPERATIONS</b>	<b>1,867,258.00</b>	<b>96,086.09</b>	<b>957,990.09</b>	<b>51.3%</b>	<b>930,497.63</b>	<b>3.0%</b>
<b>INSTITUTIONAL SUPPORT</b>						
CONTRACTUAL SERVICES	35,800.00	2,596.12	20,203.19	56.4%	14,791.93	36.6%
GENERAL MATERIALS & SUPPLIES	51,150.00	2,441.27	24,804.43	48.5%	20,174.10	23.0%
FIXED CHARGES	49,717.00	4,298.01	28,967.56	58.3%	29,943.62	-3.3%
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>161,667.00</b>	<b>9,335.40</b>	<b>73,975.18</b>	<b>45.8%</b>	<b>64,909.65</b>	<b>14.0%</b>
<b>SCHOLARSHIPS, STUDENT GRANTS, WAIVERS</b>						
OTHER - WAIVERS	455,000.00	-	242,113.00	53.2%	242,933.00	-0.3%
<b>TOTAL SCHOLARSHIPS, GRANTS, WAIVERS</b>	<b>455,000.00</b>	<b>-</b>	<b>242,113.00</b>	<b>53.2%</b>	<b>242,933.00</b>	<b>-0.3%</b>
<b>TOTAL BUDGETED EXPENSES</b>	<b>\$ 3,446,217.00</b>	<b>\$ 201,880.34</b>	<b>\$ 1,876,143.88</b>	<b>54.4%</b>	<b>\$ 1,798,643.12</b>	<b>4.3%</b>
<b>NET REVENUE OVER (UNDER) EXPENSE</b>	<b>\$ (197,467.00)</b>	<b>\$ 135,344.74</b>	<b>\$ 154,639.72</b>	<b>-78.3%</b>	<b>\$ 143,124.63</b>	<b>8.0%</b>

**JOHN A. LOGAN COLLEGE**  
**LIABILITY, PROTECTION, & SETTLEMENT FUND**  
**JANUARY 31, 2025**  
**58% FISCAL YEAR COMPLETE**

<b><u>REVENUE BY SOURCE</u></b>	<b>Original FY 2025 Budget</b>	<b>Current Month</b>	<b>Y-T-D FY 2025 Actual</b>	<b>% Y-T-D of Original Budget</b>	<b>Prior Y-T-D Same Period</b>	<b>% Change in \$ from Prior Year</b>
<b>LOCAL GOVERNMENT</b>						
CURRENT TAXES	\$ 2,480,000.00	\$ 49,040.49	\$ 2,289,050.02	92.3%	\$ 2,276,563.07	0.5%
<b>TOTAL LOCAL GOVERNMENT SOURCES</b>	<b>2,480,000.00</b>	<b>49,040.49</b>	<b>2,289,050.02</b>	<b>92.3%</b>	<b>2,276,563.07</b>	<b>0.5%</b>
<b>OTHER SOURCES</b>						
INTEREST ON INVESTMENTS	68,000.00	7,047.85	38,313.41	56.3%	35,855.63	6.9%
OTHER NONGOVT REVENUE	323,956.00	20,442.76	20,447.76	6.3%	-	N/A
<b>TOTAL OTHER SOURCES</b>	<b>391,956.00</b>	<b>27,490.61</b>	<b>58,761.17</b>	<b>15.0%</b>	<b>35,855.63</b>	<b>63.9%</b>
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 2,871,956.00</b>	<b>\$ 76,531.10</b>	<b>\$ 2,347,811.19</b>	<b>81.7%</b>	<b>\$ 2,312,418.70</b>	<b>1.5%</b>
 <b><u>EXPENSE BY OBJECT</u></b>						
<b>OPERATIONS AND MAINTENANCE OF PLANT</b>						
SALARIES & WAGES	\$ 634,334.00	\$ 58,310.00	\$ 349,828.03	55.1%	\$ 347,300.24	0.7%
EMPLOYEE BENEFITS	133,855.00	5,285.75	44,363.44	33.1%	68,846.62	-35.6%
CONTRACTUAL SERVICES	27,508.00	688.05	37,228.87	135.3%	24,104.06	54.5%
GENERAL MATERIALS & SUPPLIES	82,490.00	1,247.19	13,314.98	16.1%	11,651.22	14.3%
CONFERENCE & MEETING EXPENSE	13,450.00	86.80	113.60	0.8%	242.67	-53.2%
CAPITAL OUTLAY	-	-	5,557.00	N/A	-	N/A
<b>TOTAL OPERATIONS AND MAINT OF PLANT</b>	<b>891,637.00</b>	<b>65,617.79</b>	<b>450,405.92</b>	<b>50.5%</b>	<b>452,144.81</b>	<b>-0.4%</b>
<b>INSTITUTIONAL SUPPORT</b>						
SALARIES & WAGES	90,758.00	7,762.25	54,335.71	59.9%	33,247.93	63.4%
EMPLOYEE BENEFITS	679,387.00	51,902.83	308,804.01	45.5%	287,486.76	7.4%
CONTRACTUAL SERVICES	245,100.00	257.00	133,243.78	54.4%	189,292.39	-29.6%
GENERAL MATERIALS & SUPPLIES	19,400.00	74.86	4,954.92	25.5%	1,430.10	246.5%
FIXED CHARGES	465,000.00	124,081.80	487,020.01	104.7%	323,633.99	50.5%
CAPITAL OUTLAY	843,418.00	-	177,259.27	21.0%	6,220.16	2749.8%
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>2,368,063.00</b>	<b>184,078.74</b>	<b>1,165,617.70</b>	<b>49.2%</b>	<b>841,311.33</b>	<b>38.5%</b>
<b>TOTAL BUDGETED EXPENSES</b>	<b>\$ 3,259,700.00</b>	<b>\$ 249,696.53</b>	<b>\$ 1,616,023.62</b>	<b>49.6%</b>	<b>\$ 1,293,456.14</b>	<b>24.9%</b>
<b>NET REVENUE OVER (UNDER) EXPENSE</b>	<b>\$ (387,744.00)</b>	<b>\$ (173,165.43)</b>	<b>\$ 731,787.57</b>	<b>-188.7%</b>	<b>\$ 1,018,962.56</b>	<b>-28.2%</b>

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## **FUND DESCRIPTIONS**

John A. Logan College has two Operating funds: the Education Fund and the Operations and Maintenance Fund. The Education fund works in combination with the Operations and Maintenance fund to make up the College's General Fund.

### **EDUCATION FUND**

The Education Fund is used to account for the revenues and expenditures of the academic and service programs of the college. It includes the cost of instructional, administrative, and professional salaries; supplies and moveable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational programs of the college.

### **OPERATIONS AND MAINTENANCE FUND**

This fund is used to account for expenditures for the improvement, maintenance, repair, or benefit of buildings and property, including the installation, improvement, repair, replacement, and maintenance of the building fixtures; interior decoration; rental of buildings and property for community college purposes; payment of all premiums for insurance on buildings and building fixtures. If approved by resolution of the local board, the payment of salaries of janitors, engineers, or other custodial employees; all costs of fuel, lights, gas, water, telephone service, custodial supplies, and equipment; and professional surveys of the condition of college buildings are allowed.

### **OPERATIONS AND MAINTENANCE (Restricted)**

This fund is utilized to account for monies restricted for building purposes and site acquisition. This fund primarily will be expending bond proceeds acquired for the new building project, protection, health and safety levies, plus transfers from operating funds and interest earnings. Funds are provided in the Operation and Maintenance (Restricted) for completion of approved protection, health, safety projects.

### **AUXILIARY ENTERPRISES FUND**

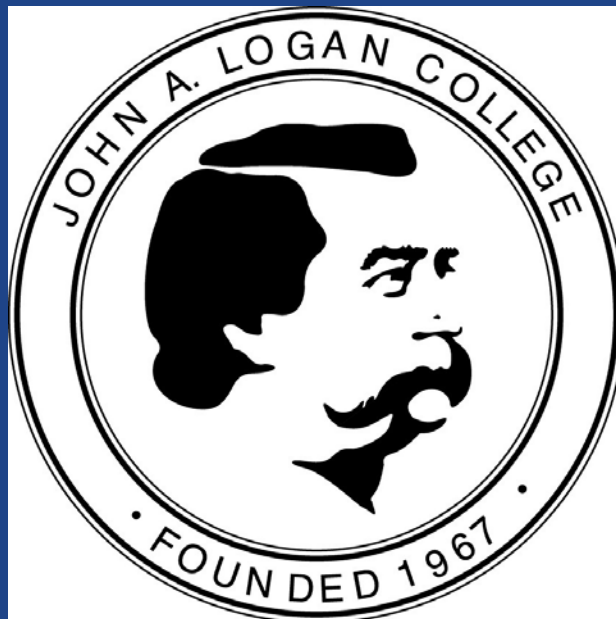
The Auxiliary Enterprises Fund accounts for college services where a fee is charged to students/staff and the activity is intended to be self-supporting. Examples of accounts in this fund include food services, bookstore, copy/supply center, and intercollegiate athletics. Subsidies for Auxiliary Services by the Education Fund should be shown as transfers to the appropriate account.

### **LIABILITY, PROTECTION AND SETTLEMENT FUND**

This fund accepts special levies for tort liability, property insurance, Medicare insurance, FICA taxes and workers' compensation. The monies in this fund should be used only for the payment of tort liability, property, unemployment or workers compensation insurance or claims, and the cost of participation in the Federal Medicare program. Expenditures in this fund include insurance costs for property and casualty, and the cost of maintaining and expanding the Campus Safety operations. The College will include attorney fees pertaining to liability protection plus a portion of staff members' time that are active in the functions of this fund.

# Old Business Item 9.A

## Board Policy Revisions for Final Action



JOHN A. LOGAN COLLEGE  
OLD BUSINESS

9.A – Board Policy Revisions for Final Action

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1. **REASON FOR CONSIDERATION**

Board Policy revisions were submitted for first reading to the Board of Trustees at the regular meeting on February 25, 2025. They were also presented to College employees for review and input. No comments or questions were received.

2. **BACKGROUND INFORMATION**

The Board Policy Committee approved revisions for the first reading to the following policies on January 28, 2025:

Board Policy 3630 – Security Cameras  
Board Policy 7350 – Charge-Back Policy

3. **RECOMMENDATION**

That the Board of Trustees approve revisions to Board Policies 3630 and 7350 as recommended by the Board Policy Committee.

**Staff Contact:** President Kirk Overstreet

Summary of Proposed Revisions to Board Policy  
*presented to the Board of Trustees*

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February 25, 2025 (First Reading)  
March 25, 2025 (Final Action)

Policy #	Policy Title	Comments
3630	Security Cameras	Updating language to clarify access to video footage, moving specific language from policy to procedure (AP 415).
7350	Out of District Attendance Policy	Updating previous "Charge-Back" Policy to comply with current ICCP CAREER Program. (AP 350)

John A Logan College is committed to enhancing the quality of campus life by integrating the best technology practices of safety and security. The utilization of security cameras is a critical component of a comprehensive security program. Camera coverage of public areas is intended to provide the Campus with a valuable resource for investigating crimes, accidents, and other incidents which occur on campus. The College's Policy applies to all members of the College community, including students, employees, contractors, visitors, and third parties, whenever the misconduct occurs on College property or off College property in the event that the conduct was in connection with a College or College-recognized program or activity, or otherwise has a connection to the College.

***The College's established procedures for implementing this Policy are outlined in Administrative Procedure 415, Procedures Implementing the Use of Video Recording Devices on Campus.***

ADOPTED: SEPTEMBER 26, 2017

AMENDED: **MARCH 25, 2025**

REVIEWED: **JANUARY 28, 2025**

LEGAL REF.:

CROSS REF.: **ADMINISTRATIVE PROCEDURE 415**



A resident of Community College District 530 who wants to enroll in an educational program which is not available at John A. Logan College may do so, in accordance with Illinois Community College Board policy.

The President or his/her designee is authorized to sign the necessary forms on behalf of the College in accordance with **Administrative Procedure 350**.

ADOPTED: JUNE 17, 1968  
AMENDED: NOVEMBER 4, 1975; **MARCH 25, 2025**  
**REVIEWED: JANUARY 28, 2025**  
LEGAL REF.: 110 ILCS 805/6-2  
CROSS REF.: **ADMINISTRATIVE PROCEDURE 350**