



EXECUTIVE COMMITTEE

AGENDA - FINAL

Wednesday, April 9, 2025

10:30 AM

(or immediately following the conclusion of the CMAP Board meeting)

**DuPage County Conference Room
433 West Van Buren Street, Suite 450
Chicago, IL 60607**

Members of the public who attend in-person can pre-register for a visitor's pass at info@cmap.illinois.gov until April 8 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

You can also join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/84162712826?pwd=3NyCzJUh3JYFjBfaUogGnC9CUJpEBW.1>

Conference Call number: 312 626 6799 US (Chicago)

Meeting ID: 841 6271 2826 Passcode: 436031

CMAP provides the opportunity for public comment. Individuals are encouraged to submit comment by email to info@cmap.illinois.gov at least 24 hours before the meeting. A record of all written public comments will be maintained and made publicly available.

The total cumulative time for public comment is limited to 15 minutes, unless determined otherwise by the Chair. Public comment is limited to three minutes per person unless the Chair designates a longer or shorter time period. Public comments will be invited in this order: Comments from in person attendees submitted ahead of time; comments from in-person attendees not previously submitted; comments from virtual attendees submitted ahead of time; and comments from virtual attendees not previously submitted.

To review CMAP's public participation policy, please visit <https://www.cmap.illinois.gov/committees>.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call to Order and Introductions**2.0 Agenda Changes and Announcements****3.0 Approval of Minutes****3.01 Minutes from January 13, 2025** [25-084](#)

PURPOSE & ACTION: Review and approval of meeting minutes.

ACTION REQUESTED: Approval

Attachments: [Executive Committee Minutes 01.13.25](#)

4.0 Procurements and Contract Approvals**4.01 Authorization to enter into contract C-25-0082 with the University of Illinois for water supply planning outreach and education services for a term up to 24 months in an amount not to exceed \$237,000** [25-073](#)

PURPOSE & ACTION: CMAP seeks authorization to enter into a sole-source contract with the Illinois-Indiana Sea Grant (IISG) program at the University of Illinois to support water supply planning education and outreach. CMAP and IISG are partners on a grant from the Illinois Department of Natural Resources (OWR447) to assist the Northwest Water Planning Alliance (NWPA) and host water education workshops to advance regional sustainability efforts. This contract builds on a proven collaboration and leverages IISG's unique subject matter expertise.

ACTION REQUESTED: Approval

Attachments: [Memo - UI IISG Water Supply Planning Outreach Justification](#)

4.02 Authorization to enter into contract C25-0086 with All Together as a result of RFP 336, for facilitation, engagement and event planning for a term up to 12-months, in an amount not to exceed \$272,800 [25-097](#)

PURPOSE & ACTION: The Chicago Metropolitan Agency for Planning (CMAP) is seeking to enter into a contract with a consultant to support the creation of a regional vision that will be developed through coalition and trust-building with various stakeholders in Lake County.

ACTION REQUESTED: Approval

Attachments: [Memo - RFP 336 All Together Justification](#)
[Attachment 1 - Evaluation Criteria - RFP 336](#)

5.0 Financials**5.01 December and January revenue and expenditure reports for FY 2025** [25-071](#)

PURPOSE & ACTION: A monthly report of financial activity for the committee's review and approval.

ACTION REQUESTED: Approval

Attachments: [Memo - Financials FY25 - Dec. 24 and Jan. 25](#)
[Financials FY 2025 - December](#)
[Financials FY 2025 - January](#)

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- 5.02 January and February 2025 Executive Committee contract agreements, and software subscription report** [25-072](#)
- PURPOSE & ACTION: A monthly update of activity relating to grants, contracts, agreements, and software subscriptions.
- ACTION REQUESTED: Information
- Attachments:** [Memo - FY 2025 Jan. and Feb. Contracts Report](#)
- 5.03 Financial planning** [25-098](#)
- PURPOSE & ACTION: Discuss a financial continuation of operations plan.
- ACTION REQUESTED: Information
- 6.0 Executive Session**
- 6.01 Executive session to review closed session minutes pursuant to 5 ILCS 120/2 (c)(21)** [25-082](#)
- PURPOSE & ACTION: Bi-annual review of closed session minutes.
- ACTION REQUESTED: Information
- 6.02 Action on the recommendation by staff regarding closed session minutes and the destruction of closed session recordings older than 18 months** [25-083](#)
- PURPOSE & ACTION: The Board will consider staff’s recommendation on the release of previously approved closed session meeting minutes and the destruction of recordings older than 18 months.
- ACTION REQUESTED: Approval
- 7.0 Information Items**
- 7.01 Executive director expenses for the months of January and February, 2025** [25-076](#)
- PURPOSE & ACTION: Submittal of the executive director’s out-of-region travel expenses for the months of January and February, 2025 for information purposes.
- ACTION REQUESTED: Information
- Attachments:** [Memo - Executive Director Travel Summary for months of Jan and Feb 2025](#)
- 8.0 Other Business**
- 9.0 Public Comment**
- This is an opportunity for comments from members of the audience.

10.0 Next Meeting

The next meeting is scheduled for May 14, 2025.

11.0 Adjournment

EXECUTIVE COMMITTEE

MEETING MINUTES - DRAFT

Monday, January 13, 2025

10:30 AM

**DuPage County Conference Room
433 West Van Buren Street, Suite 450
Chicago, IL 60607**

Members of the public who attend in-person can pre-register for a visitor's pass at info@cmap.illinois.gov until Friday, January 10, 2025 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

You can also join from your computer, tablet or smartphone.

Join Meeting:

<https://us06web.zoom.us/j/84162712826?pwd=3NyCzJUh3JYFjBfaUogGnC9CUJpEBW.1>

Conference Call Number: 312 626 6799 US (Chicago)

Meeting ID: 841 6271 2826 Passcode: 436031

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1.0 Call to Order and Introductions

Chair Bennett called the meeting to order at 10:30 a.m.

Present: Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, John Roberson and Richard Reinbold

Noting a physical quorum of the Committee, Chair Bennett reported requests were received from Carolyn Schofield and John Noak to attend the meeting virtually in compliance with the Open Meetings Act. A vote is needed to approve their virtual attendance.

A motion was made by Member Anne Sheahan, seconded by Member John Roberson, to allow virtual participation. The motion carried by the following vote:

Aye: Gerald Bennett, Anne Sheahan, John Roberson and Richard Reinbold

Not Present: John Noak and Carolyn Schofield

Chair Bennett remarked that Members Carolyn Schofield and John Noak are present and able to participate in today's meeting.

Staff present: Erin Aleman, Vas Boykovskyy, Blanca Vela-Schneider, Claire Williams

Others present: None

2.0 Agenda Changes and Announcements

There were no changes to the agenda.

3.0 Approval of Minutes

3.01 Minutes from special meeting of November 25, 2024

[25-001](#)

Attachments: [Exec Committee 11.25.24 Special Meeting Minutes](#)

A motion was made by Member John Roberson, seconded by Member Carolyn Schofield, to approve the November 25, 2024 meeting minutes. The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, John Roberson and Richard Reinbold

4.0 Financials

4.01 October and November revenue and expenditure reports for FY2025

[25-012](#)

Attachments: [Memo - Financials FY25 - Oct/Nov 2024](#)
[Financials FY 2025 - October](#)
[Financials FY 2025 - November](#)

A motion was made by Member Richard Reinbold, seconded by Member Anne Sheahan, to approve the October and November revenue and expenditure reports for FY2025. The motion carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, John Roberson and Richard Reinbold

4.02 November and December 2024 Executive Committee contract agreement, and software subscription report

[25-014](#)

Attachments: [Memo - Contracts Report - FY25 \(Nov and Dec\)](#)

Chair Bennett reported that this is an informational item. There were no questions.

The November and December 2024 Executive Committee contract, agreement, and software subscription report was received and filed.

5.0 Information Items**5.01 Executive director expenses for the month of December, 2024**[25-011](#)**Attachments:** [Memo - Executive Director Travel Summary for month of December 2024](#)

Chair Bennett noted that the Executive Committee packet includes the executive director's expenses for the month of December, 2024. This is an informational item.

The executive director's expenses for the month of December, 2024 were received and filed.

6.0 Other Business

There was no other business before the committee.

7.0 Public Comment

There were no comments from the public.

8.0 Next Meeting

The next meeting is Wednesday, February 12, 2025.

9.0 Adjournment

A motion was made by Member John Roberson, seconded by Member Anne Sheahan, to adjourn the meeting. The meeting carried by the following vote:

Aye: Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, John Roberson and Richard Reinbold

The meeting was adjourned at 10:33 a.m.

Minutes prepared by Blanca Vela-Schneider

MEMORANDUM

To: CMAP Board

From: Bill Barnes, Deputy of Regional Policy and Implementation

Date: March 24, 2025

Subject: Authorization to enter into contract C-25-0082 with the University of Illinois for water supply planning outreach and education services for a term up to 24 months in an amount not to exceed \$237,000

Action Requested: Approval

Purpose

CMAP seeks authorization to enter into a sole-source contract with the Illinois-Indiana Sea Grant (IISG) program at the University of Illinois to support water supply planning education and outreach. CMAP and IISG are partners on a grant from the Illinois Department of Natural Resources (OWR447) to assist the Northwest Water Planning Alliance (NWPA) and host water education workshops to advance regional sustainability efforts. This contract builds on a proven collaboration and leverages IISG's unique subject matter expertise.

Background

CMAP has led regional water supply planning for decades, frequently partnering with IISG to promote sustainable water use. Recent collaborations include updating the regional water demand forecast, exploring groundwater governance, and supporting NWPA in developing a Water Supply Sustainability Plan (WSSP). These efforts are primarily funded by the Illinois Department of Natural Resources.

Under this new funding, CMAP and IISG propose two key projects:

1. **NWPA Support** – Providing outreach and educational assistance for implementing the recently completed WSSP. IISG has been involved since the plan's inception in 2021 and served as a co-author, giving them critical insight into its implementation.
2. **Water Education Workshops** – Hosting workshops to advance sustainability efforts across the region. IISG's expertise in workshop design, facilitation, and evaluation—skills not available within CMAP—ensures effective programming aligned with CMAP's priorities.

Procurement Justification

IISG is uniquely suited for this contract due to its deep familiarity with the NWPA WSSP and expertise in water supply sustainability, outreach, and education. As a co-author of the WSSP and a technical advisor throughout its development, IISG possesses unmatched institutional knowledge. No other vendor has this level of direct involvement or expertise in water sustainability within the Chicago metropolitan region. IISG's longstanding collaboration with CMAP—spanning over 15 years—ensures alignment with regional strategies. Additionally, its specialized ability to design, facilitate, and evaluate sustainability workshops is not available within CMAP or widely offered by other organizations.

MEMORANDUM

To: CMAP Board

From: Stephane Phifer, Deputy of Planning

Date: March 28, 2025

Subject: Authorization to enter into contract C25-0086 with All Together as a result of RFP 336, for facilitation, engagement, and event planning for a term up to 12 months, in an amount not to exceed \$272,800.

Action Requested: Approval

Purpose

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to enter into a contract with a consultant to support the creation of a regional vision that will be developed through coalition and trust-building with various stakeholders in Lake County.

Background

CMAP will work with Lake County government to develop a regional vision for affordable housing in Lake County. This regional vision will be developed through coalition and trust-building with various stakeholders within the county. The work for this project is anticipated to be completed within 12-months. The first 2-3 months of this project will focus on stakeholder identification and data collection. The information gathered during this timeframe will help establish a task force and a model of the housing ecosystem in Lake County. Once a task force is developed, members will participate in 5-8 workshops that address topics such as housing supply and demand, economic factors, policy regulations, infrastructure and services, development trends, and financial flows. These workshops will help identify obstacles and opportunities for expanding affordable housing across the county, as well as the resources needed to do so.

The task force's work will culminate in a highly publicized Lake County Housing Summit, where their findings and recommendations will be presented. During the summit there will be guest speakers, technical experts, and panel discussions. The goal of this summit is to gather a broad group of participants who will sign a non-binding resolution to take action. Potential signatories to include are government representatives, private sectors leaders, philanthropic organizations, and public sector partners. The momentum generated from this Summit will be crucial for moving the project into the implementation phase.

CMAP seeks to enter a contract with a consultant qualified and experienced in graphic design, focused group facilitation, stakeholder engagement and event planning. The consultant will be responsible for key tasks including, but not limited to, facilitating a task force workshops, designing branding materials, developing a marketing campaign, and organizing event.

Procurement process

A Request for Proposals (RFP) was circulated and posted on the CMAP website, CMAP hosted a non-mandatory virtual pre-bid meeting to provide an overview of and answer consultant questions.

The key dates were as follows:

RFP Advertisement/Release	Monday, March 3, 2025
Pre-bid Meeting (optional)	Monday, March 10, 2025, at 1:30pm Central Time
Deadline for Questions	Friday, March 14, 2025, by 3:00pm Central Time
Submission deadline	Wednesday, March 26, 2025, by 3:00pm Central Time

There were fourteen (14) attendees that joined the pre-bid meeting, representing a minimum of seven (7) unique consulting firms. CMAP received three (3) submissions. Of these submissions, CMAP deemed two (2) proposals to be valid and complete for review.

Evaluation

Proposals were reviewed by CMAP staff, who scored each proposal independently based on the evaluation criteria included in **Attachment 1**. The evaluation scores for each proposal are included in **Attachment 2**.

Following consideration of the proposals, the evaluation panel determined that All Together represented the strongest overall submittal based on the evaluation criteria. The approach proposed (in partnership with SB Friedman) reflected a high level of project understanding and context, with extensive details, including a detailed timeline of tasks, deliverables, and key project milestones that meets the project scope. All Together proposal includes a highly qualified team with a proven ability to create and execute innovative ideas, handle the logistic of the public events and contribute to the housing content.

The second proposal from Vegas Impact Group was competitive. The approach adequately reflected the CMAP core values and provided innovation in meeting facilitation. The proposal team provided minimal information in the resumes only indicating their capacity to adequately execute the scope. The relevant experience provided aligned with the expected tasks of this RFP. However, All Together provided multiple high-quality, relevant experience that aligned with the scope, subject matter content, and location of this project.

Recommendation for contractor selection

The evaluation panel recommends entering into a contract with All Together for a term of up to 12-months, not to exceed \$248,000, being the price proposal rounded to the nearest thousand. The board authorization request includes an additional 10% increase for a total authorization of \$272,800.00.

Attachment 1: Evaluation criteria

Attachment 2: Evaluation scores



ATTACHMENT 1: EVALUATION CRITERIA – RFP 336

CMAP evaluated all responses to this proposal request for completeness and cost-effectiveness. The evaluation criteria included:

- 1) **Project team and firm capability.** Demonstrated record of experience of the Consultant firm(s) and identified staff, verified by references, in providing the professional services described in the scope of services. Qualifications, experience, and availability of committed personnel and team member firms.
- 2) **Project approach and understanding.** Demonstrated understanding of the scope of services through the project approach to deliverables described; and a reasonable project schedule that meets the project goals. Respondents — including proposed teams of consultants — will be assessed on their qualifications to perform the core. This includes evaluation of the strength and innovativeness of the approach and any optional or additional enhancements.
- 3) **Integration of Core Values.** Demonstrated understanding and commitment to CMAP’s [Core Values](#) through the project approach, alignment with the consultant’s core values, and/or through the project examples.
- 4) **Project examples.** Verifiable examples of the Consultant firm(s) completing the same or similar deliverables through project examples.
- 5) **Past performance.** Prior performance on previous CMAP contracts. Vendors who are or have been seriously deficient in current or recent contract performance, in the absence of evidence to the contrary or circumstances properly beyond the control of the Vendor, shall be presumed to be unable to meet these requirements. Past unsatisfactory performance is sufficient to justify a finding of non-responsibility.

Selection was weighted and based on the following criteria:

Evaluation Criteria	Maximum Points
1) Project team and firm capability	20
2) Project approach and understanding of core activities in Tasks 0-4	25
3) Integration of Core Values	25
4) Project examples	30
5) Past performance	Responsible or non-responsible

ATTACHEMENT 2: EVALUATION SCORES

RFP 336: Lake County Coalition for Housing Solutions

Vendor Name:	Ranking	Price Proposal Amount	
All Together	1	\$	247,500.00
Vegas Impact Group	2	\$	299,300.00
3x3*	-	\$	-

*CMAP received a submission from 3x3. The application was deemed incomplete for not including project approach documentation. Therefore, the proposal was not evaluated for recommendation.



MEMORANDUM

To: CMAP Executive Committee

From: Vas Boykovskyy, Deputy of Finance

Date: April 1, 2025

Subject: December and January revenue and expenditure reports for FY 2025

Action Requested: Approval

Purpose

A monthly report of financial activity will be made to the Executive Committee for its review and approval.

FY2025

CMAP

**monthly
financial
report**

December 2024



Chicago Metropolitan
Agency for Planning

Monthly Revenue and Expenditure Report

As of December, 2024

The overall purpose of monthly financial reports is to provide key information on performance of revenues as well as expenses. Therefore, the following items for the month are being presented to the Executive Committee:

- Monthly cash overview.
- Fiscal year-to-date revenue and expenditure overview.

Monthly Cash Overview, December 2024

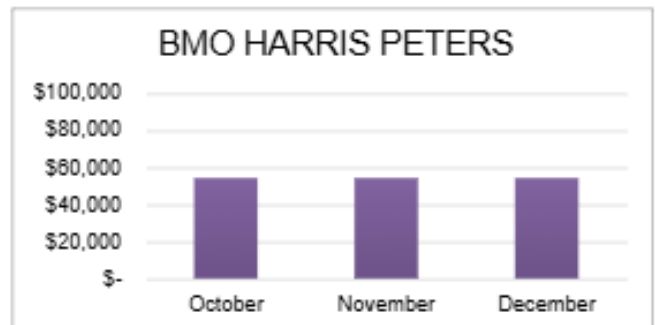
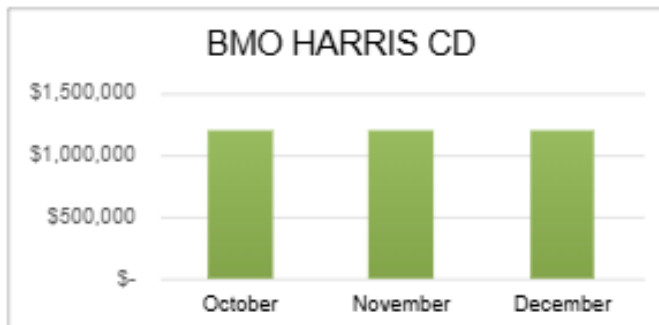
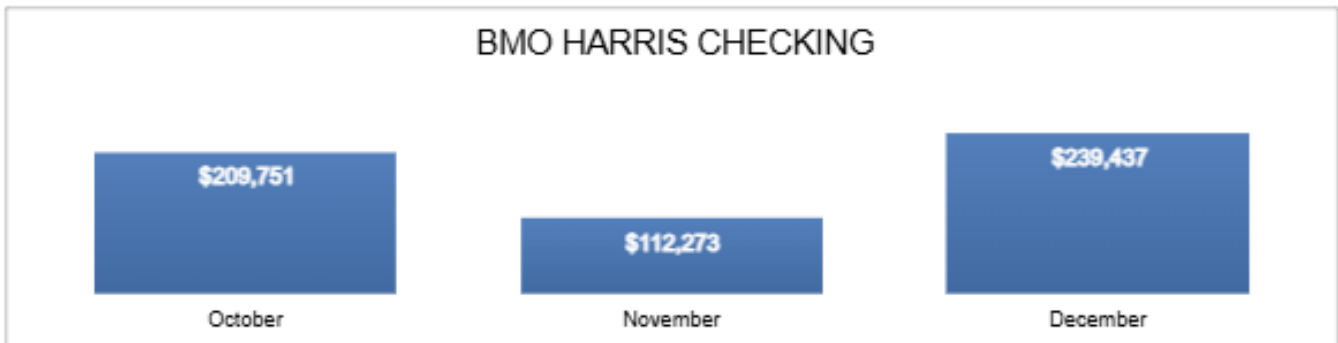
What caused the change in balance for each of the cash accounts?

BMO Harris Checking Account: Wire transfers of \$4.8 million from the General Investment account funded operating activities for the month. Operating activities were comprised of \$0.9 million in personnel related costs, and \$3.8 million in payables.

BMO Harris General Investment Account: Wire transfers received in the amount of \$3.3 million resulting from monthly revenue activity, partially funded \$4.8 million in transfers to the Checking account for the month.

BMO Harris CD: No activity has occurred in this account during FY2025.

BMO Harris Peters Fellowship Account: Monthly interest was the only activity in this account during FY2025.



Transaction Register, December 2024

Number	Date	Vendor Name	Transaction Description	Amount
14942	12/2/2024	Blue Cross Blue Shield of Illinois	Cobra/Retirees Health 12/2024	\$138,996.72
14943	12/5/2024	ADP Screening & Selection Services Inc	Background screening 11/2024	\$394.70
14944	12/5/2024	Arctic Information Technology Inc	ERP Professional Services	\$194,535.00
14945	12/5/2024	Budget Rent A Car System Inc	Agency rental car expenses	\$238.78
14946	12/5/2024	DIG IN Inc	EJ Coaching 11/2024-2/2025	\$1,800.00
14947	12/5/2024	HDR Engineering Inc	SS4A Lake County 9/2024	\$54,504.45
14948	12/5/2024	High Street Consulting Group LLC	UWP Regional Transp 9/2024	\$3,566.25
14949	12/5/2024	HW Lochner Inc	SS4A Kane SAP 9/2024	\$45,953.30
14950	12/5/2024	ICF Incorporated LLC	UWP Congestion Mgmt 8/2024	\$57,214.44
14951	12/5/2024	Oates Associates Inc	Berwyn PROW ADA Transit 9/2024	\$29,465.00
14952	12/5/2024	KATHLEEN REIGSTAD	in region travel	\$14.13
14953	12/5/2024	Resource Systems Group Inc	Household Travel Survey 9/2024	\$78,957.57
14954	12/5/2024	LLC Resultant	UWP Data Governance 9/2024	\$37,142.50
14955	12/5/2024	Will County Governmental League	Will COM In-kind 10/2024	\$11,822.84
14956	12/5/2024	Comcast	TV Service Fee 11/11-12/10/24	\$100.52
70255	12/5/2024	Hannah News Service	Hannah News Serv subscription	\$2,699.00
70256	12/5/2024	State Employee Retirement System of Illinois	Employees WH 11/2024	\$9,741.08
70257	12/5/2024	University of Illinois	Term 2 Cook County/UIC 9/2024	\$31,816.95
70258	12/5/2024	University of Illinois	NWPA Water Supply - task 3	\$30,000.00
14957	12/9/2024	Comcast	Internet 11/2024	\$1,005.00
14958	12/12/2024	SEMA ABULHAB	WTS conference training	\$139.05
14959	12/12/2024	ADO Professional Solutions Inc	FY25 Accounting Temp Services	\$13,101.45
14960	12/12/2024	AECOM Technical Services Inc	Safety Action Plans 10/2024	\$44,513.34
14961	12/12/2024	ERIN L ALEMAN	E. Aleman - ACEC Fall Conf	\$1,548.40
14962	12/12/2024	Arctic Information Technology Inc	ERP Professional Serv 10/2024	\$3,240.00
14963	12/12/2024	Baker Tilly Virchow Krause & Company LLP	FY25 Accounting Services	\$22,911.25
14964	12/12/2024	Chicago Transit Authority	Loop Rail Capacity Modeling	\$56,886.53
14965	12/12/2024	Christopher James Danley & Brenda Christine Danley	Roselle PROW ADA 10/2024	\$61,082.85
14966	12/12/2024	Civiltech Engineering Inc	PMO serv for ADA Plans 11/2024	\$4,845.00
14967	12/12/2024	CliftonLarsonAllen LLP	Accounting Services (2010.046)	\$32,775.00
14968	12/12/2024	Elrod Friedman LLP	Legal Services 11/2024	\$76.00
14969	12/12/2024	HDR Engineering Inc	SS4A Lake County 10/2024	\$45,471.11
14970	12/12/2024	Health Care Cost Management Inc	FSA Admin Fees 11/2024	\$3,036.53
14971	12/12/2024	HR Source	Employee Engagement Survey	\$3,125.00
14972	12/12/2024	ICF Incorporated LLC	UWP Congestion Mgmt 10/2024	\$22,169.74

14973	12/12/2024	LaSalle Network	Admin Temp services FY25	\$1,190.40
14974	12/12/2024	Multilingual Connections	Interpretation and Translation	\$555.12
14975	12/12/2024	Oates Associates Inc	PAO A: Berwyn PROW ADA 10/2024	\$24,805.00
14976	12/12/2024	Optum Bank	HSA Acct Fees 7-9/2024	\$321.75
14977	12/12/2024	Resource Systems Group Inc	Freight Model Scenario 10/2024	\$3,442.32
14978	12/12/2024	Sam Schwartz Engineering	SS4A Federal 9/2024	\$77,282.08
14979	12/12/2024	LLC SK Global Software	FY25 UWP Subscription Fees TAS	\$562.50
14980	12/12/2024	SLG Innovation Inc	11/24 IT Consulting	\$75,553.55
14981	12/12/2024	West Central Municipal Conference	WCMC (2010.623) Annual Dinner	\$220.00
14982	12/12/2024	WSP USA INC.	SS4A Will SAP 8-9/2024	\$84,247.40
14983	12/12/2024	Optum Bank	HSA Contributions EE	\$3,731.22
70259	12/12/2024	Hertz Corporation	Rental car expenses_RN	\$114.85
14984	12/17/2024	ComEd	Electricity 11/2024	\$1,219.56
14985	12/19/2024	ADO Professional Solutions Inc	FY25 Accounting Temp Services	\$2,358.06
14986	12/19/2024	ERIN L ALEMAN	Erin Aleman - Air Travel	\$2,466.21
14987	12/19/2024	ALEXANDER BEATA	Registration fee NUTC	\$60.00
14988	12/19/2024	CBIZ Risk and Advisory Services LLC	IT Security Analysis	\$50,565.00
14989	12/19/2024	Center for Neighborhood Technology	Equitable Engagement 11/2024	\$486.00
14990	12/19/2024	City of Chicago Department of Transportation	CDOT Vision Zero S. 1-5/2023	\$6,145.84
14991	12/19/2024	Cogent Communications Inc	ISP agreement 12/2024	\$752.25
14992	12/19/2024	Deloitte & Touche LLP	RIA program mgmt 10/2024	\$20,056.33
14993	12/19/2024	EcolInteractive Inc	Subscription - SAAS 11/2024	\$15,736.08
14994	12/19/2024	First Communications LLC	Telephone 12/2024	\$2,336.76
14995	12/19/2024	RYAN GOUGIS	In-region travel - SSMMA	\$72.50
14996	12/19/2024	GRM Information Management Services of Chicago LLC	Offsite Storage 11/2024	\$311.50
14997	12/19/2024	High Street Consulting Group LLC	Regional Transpo 10/2024	\$16,530.00
14998	12/19/2024	Houseal Lavigne Associates LLC	Harvey Comp Plan UWP 10/2024	\$4,075.00
14999	12/19/2024	HW Lochner Inc	SS4A 80% Federal 10/2024	\$97,772.14
15000	12/19/2024	Intermodal Association of North America	Analyzer Data for FY24	\$900.00
15001	12/19/2024	Iron Mountain	Shredding Services 11/2024	\$11.95
15002	12/19/2024	Inc. Jacobs Engineering Group	SS4A Cook SAP 10/2024	\$48,979.50
15003	12/19/2024	Kimley-Horn and Associates Inc	Chicago Heights ADA TP 11/2024	\$47,803.00
15004	12/19/2024	LaSalle Network	Admin Temp services FY25	\$3,868.83
15005	12/19/2024	Lyndon Valicenti	SS4A Engagement 10/2024	\$38,326.12
15006	12/19/2024	Metra	Sustainability Plan 10/2024	\$30,400.00
15007	12/19/2024	Northwest Municipal Conference	Northwest COM 9/2024	\$20,728.31

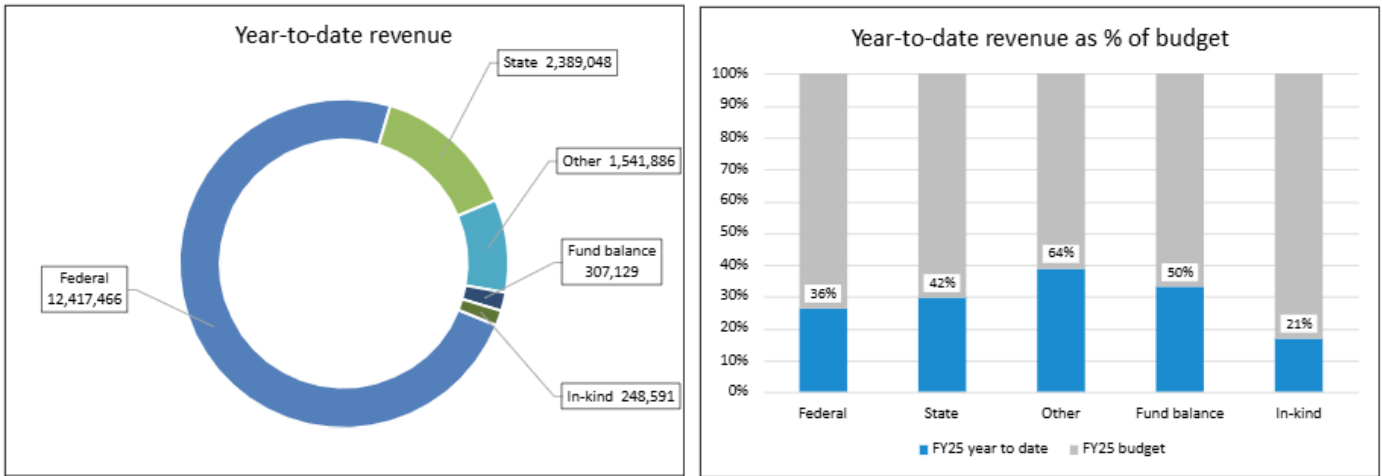
15008	12/19/2024	Oates Associates Inc	La Grange Park PROW 10/2024	\$97,285.00
15009	12/19/2024	P&M Holding Group LLP	Organizational Change Mgmt	\$33,105.00
15010	12/19/2024	Pace Suburban Bus Service	Pace 7/7-10/26/24	\$63,009.54
15011	12/19/2024	Resource Systems Group Inc	FY2025 UWP 10/2024	\$75,294.58
15012	12/19/2024	LLC Resultant	Data Governance 10/2024	\$41,931.25
15013	12/19/2024	LLC Sam Schwartz Consulting	SS4A Federal 10/2024	\$46,907.12
15014	12/19/2024	SB Friedman and Company	Market & Demographic Analysis	\$23,810.00
15015	12/19/2024	Sikich LLP	ANNUAL AUDIT FY25 (PD IN FY25)	\$22,750.00
15016	12/19/2024	LLC SK Global Software	FY25 UWP Subscription Fees TAS	\$56.25
15017	12/19/2024	SRF Consulting Group Inc	NW Cook Transit Study 8/2024	\$30,018.07
15018	12/19/2024	TierPoint LLC	Bandwidth; power 10-11/2024	\$8,203.94
15019	12/19/2024	West Central Municipal Conference	N Central COM 11/2024	\$10,149.87
15020	12/19/2024	Will County Governmental League	Will COM 11/2024	\$10,779.25
15021	12/19/2024	WSP USA INC.	SS4A Federal 80% 10/2024	\$16,979.49
70260	12/19/2024	Maximus Consulting Services Inc	FY25 Indirect Cost Rate Propos	\$12,500.00
70261	12/19/2024	Moodys Analytics Inc	Analytics Forecast 11/2024-25	\$24,854.00
70262	12/19/2024	University of Illinois	Term 2 Cook County/UIC 10/2024	\$81,572.33
15022	12/23/2024	Vision Service Plan (IL)	Vision Retiree 12/2024	\$1,508.99
15023	12/26/2024	601W Companies Chicago MT LLC	Rent 1/2025	\$201,568.66
15024	12/26/2024	AECOM Technical Services Inc	Pavement Cohort 7/26-10/18/24	\$155,654.60
15025	12/26/2024	WILLIAM M BARNES	Registration for William Barne	\$953.95
15026	12/26/2024	Blue Cross Blue Shield of Illinois	Medical/Dental/Vision 1/2025	\$157,801.56
15027	12/26/2024	Budget Rent A Car System Inc	Agency rental car expenses	\$155.05
15028	12/26/2024	Chicago Office Technology Group	Copier Maint 11/22-12/21/24	\$378.37
15029	12/26/2024	Creative Financial Staffing LLC	FY25 Temp Services - SP, MW	\$21,323.11
15030	12/26/2024	Delta Dental - Risk	Dental PPO 1/2025	\$8,349.08
15031	12/26/2024	Mutual of Omaha	Life Insurance EE 1/2025	\$6,103.41
15032	12/26/2024	Oates Associates Inc	Berwyn PROW ADA TP 11/2024	\$41,151.63
15033	12/26/2024	KATARZYNA M PIOTROWSKA	In-regional travel for FY25 (2	\$51.24
15034	12/26/2024	LLC Resultant	Data Governance 11/2024	\$40,441.25
15035	12/26/2024	LP TVG-MGT Holdings	FY25 Temp Services Cheryl Mosq	\$17,290.00
15054	12/26/2024	Optum Bank	HSA Contributions EE 12/27/24	\$5,581.22
15036	12/30/2024	ADO Professional Solutions Inc	FY25 Accounting Temp Services	\$9,432.61
15037	12/30/2024	AECOM Technical Services Inc	Pavement Cohort 10/19-12/13/24	\$109,582.20
15038	12/30/2024	JULIE BURROS	Meeting Travel expenses	\$116.40

15039	12/30/2024	CDM Smith Inc.	Corridor Development PMO	\$113,944.75
15040	12/30/2024	City Club of Chicago	Registration - Rachel Arfa	\$770.00
15041	12/30/2024	Coffee Unlimited	Cafe/Kitchen Supplies	\$1,634.21
15042	12/30/2024	RYAN GOUGIS	CAPAG Membership Dues	\$95.00
15043	12/30/2024	JANE GROVER	Lake County event registration	\$162.50
15044	12/30/2024	Health Care Cost Management Inc	Health FSA PR WH 12/27/24	\$2,783.03
15045	12/30/2024	HOLLY L HUDSON	Meeting Travel expenses	\$1,773.51
15046	12/30/2024	ICF Incorporated LLC	Resilience Improvement 10/2024	\$48,688.87
15047	12/30/2024	LaSalle Network	Admin Temp services FY25	\$1,488.01
15048	12/30/2024	ALEXIS R MCADAMS	AGU Conference registration	\$2,781.85
15049	12/30/2024	Metra	Metra In-kind 7-10/2024	\$307,669.93
15050	12/30/2024	STEPHANE PHIFER	Kane County Planners Reg	\$962.98
15051	12/30/2024	Resource Systems Group Inc	House Travel Survey 11/2024	\$104,931.99
15052	12/30/2024	LLC Sam Schwartz Consulting	PAO A: Cicero UWP 11/2024	\$8,954.35
15053	12/30/2024	South Suburban Mayors & Managers Association	Registration - SSMMA Event	\$65.00
15057	12/30/2024	BMO Harris Bank Master Card	Welmap Staff Appreciation Even	\$9,314.63
Total				\$3,711,546.24

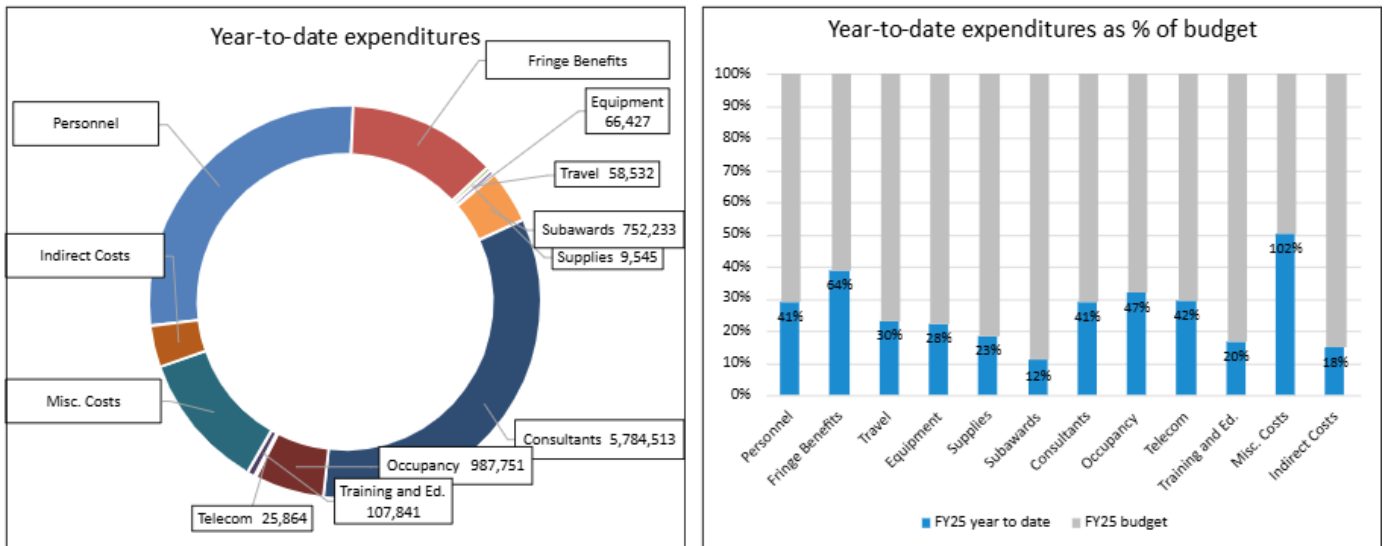
Fiscal Year-to-date Revenue and Expenditure Overview, December 2024

Revenue highlights: Revenue received as of this month for FY2025 is comprised of 73% Federal, 16% State and In-kind, 2% General funding such as Local contributions, and 9% Other Public, Foundation, Non-Public and Miscellaneous Funding.

Year-to-date, CMAP has collected 38% of its budgeted revenue from the sources identified in the tables below (excludes non-operational). Many of these revenue sources are reimbursable grants, therefore, revenues trail expenses.



Expenditure highlights: Expenditures are divided into twelve expenditure categories based on the agency's annual budget. Year-to-date, the agency has expended 40% of the budget in these categories. The three highest dollar categories of expenditures fiscal year-to-date are personnel at \$4.8 million, fringe benefits at \$2.1 million, and consultant costs at \$5.8 million.



Budget to Actual Tables, December 2024

Revenue, fund balance and in-kind services			
	FY25 budget	FY25 year to date	FY25 balance
Federal revenue total	34,535,363	12,417,466	22,117,897
State revenue total	5,643,387	2,389,048	3,254,339
Other revenue total	2,417,259	1,541,886	875,372
Use of fund balance total	619,070	307,129	311,941
In-kind services total	1,212,585	248,591	963,994
Total	\$44,427,664	\$16,904,120	\$27,523,544

Expenses			
	FY25 budget	FY25 year to date	FY25 balance
Personnel (Salary and Wages)	11,575,714	4,750,091	6,825,623
Fringe Benefits	3,320,747	2,119,845	1,200,902
Travel	192,184	58,532	133,652
Equipment	233,510	66,427	167,083
Supplies	41,700	9,545	32,155
Contractual Subawards*	6,062,924	752,233	5,310,691
Consultant (Professional Service)	14,053,015	5,784,513	8,268,502
Occupancy (Rent and Utilities)	2,084,217	987,751	1,096,466
Telecommunications	61,991	25,864	36,127
Training and Education	535,369	107,841	427,528
Miscellaneous Costs	1,908,697	1,953,318	(44,621)
Indirect Costs	3,317,070	587,506	2,729,564
Total	\$43,387,138	\$17,203,465	\$26,183,673

Note: *Core and Competitive subawards to UWP Partner Agencies (Chicago Department of Transportation, Council of Mayors Planning Liaisons Program, Counties, CTA, Metra, and Pace)

End report
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FY2025

CMAP

monthly

financial

report

January 2025



Chicago Metropolitan
Agency for Planning

Monthly Revenue and Expenditure Report

As of January, 2025

The overall purpose of monthly financial reports is to provide key information on performance of revenues as well as expenses. Therefore, the following items for the month are being presented to the Executive Committee:

- Monthly cash overview.
- Fiscal year-to-date revenue and expenditure overview.

Monthly Cash Overview, January 2025

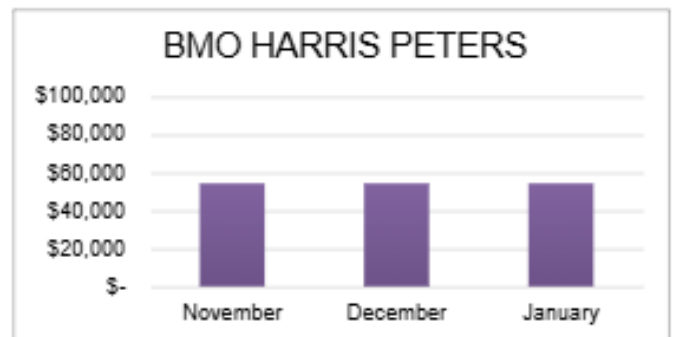
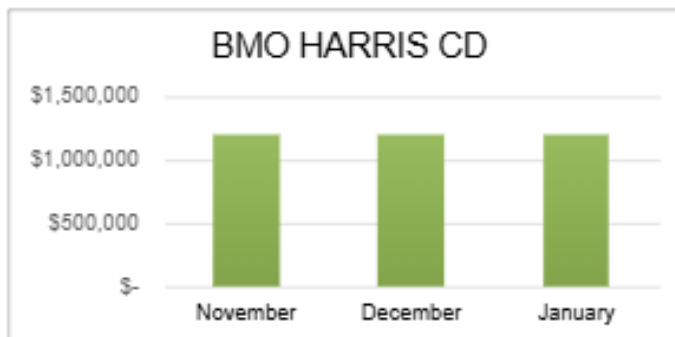
What caused the change in balance for each of the cash accounts?

BMO Harris Checking Account: Wire transfers of \$1.7 million from the General Investment account funded operating activities for the month. Operating activities were comprised of \$0.9 million in personnel related costs, and \$0.9 million in payables.

BMO Harris General Investment Account: Wire transfers received in the amount of \$3.4 million resulting from monthly revenue activity, partially funded \$1.7 million in transfers to the Checking account for the month.

BMO Harris CD: No activity has occurred in this account during FY2025.

BMO Harris Peters Fellowship Account: Monthly interest was the only activity in this account during FY2025.



Transaction Register, January 2025

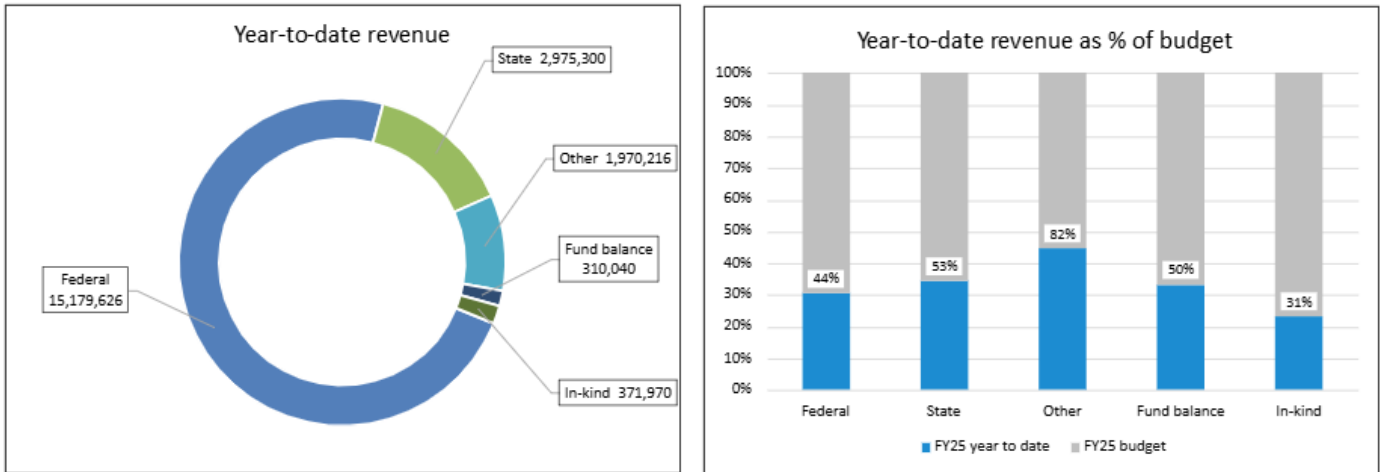
Number	Date	Vendor Name	Transaction Description	Amount
15055	1/2/2025	Vision Service Plan (IL)	Vision Retiree 1/2025	\$1,443.85
15059	1/3/2025	Comcast	Internet 12/2024	\$1,005.00
70270	1/3/2025	INC. HEALTHEQUITY	HSA fees 1/3/25	\$34,200.00
15060	1/6/2025	Comcast	TV Serv Fee 12/11/24-1/10/25	\$100.52
70269	1/10/2025	INC. HEALTHEQUITY	HSA fees 1/10/25	\$3,680.36
15061	1/16/2025	ADO Professional Solutions Inc	FY25 Accounting Temp Services	\$8,534.91
15062	1/16/2025	Aflac	AFLAC PR WH 12/2024	\$1,408.38
15063	1/16/2025	LAURENT M AHIABLA ME	Tuition Reimbursement -Laurent	\$2,594.00
15064	1/16/2025	ERIN L ALEMAN	Erin Aleman - Ground Travel II	\$1,376.21
15065	1/16/2025	Arctic Information Technology Inc	D365 Licenses - 12 months	\$86,280.00
15066	1/16/2025	Creative Financial Staffing LLC	FY25 Temp Services - SP	\$9,921.60
15067	1/16/2025	MAI ELLEN DANG	Tuition Reimbursement - Mai D.	\$5,250.00
15068	1/16/2025	JONATHAN HAADSMA	FY 25 In-region travel	\$35.35
15069	1/16/2025	Holland and Knight LLP	Legal services	\$671.50
15070	1/16/2025	JAEMI JACKSON	Meeting Travel expenses	\$532.40
15071	1/16/2025	LaSalle Network	Admin Temp services FY25	\$1,150.72
15072	1/16/2025	GEORGE PERKINS ANENE	Tuition Reimbursement -G.P-A	\$5,250.00
15073	1/16/2025	RUSSELL PIETROWIAK	FY25 in region travel expenses	\$445.28
15074	1/16/2025	ELIZABETH D. SCOTT	APA-IL Conference Registration	\$1,814.98
15075	1/16/2025	JENNIE KHOEN VANA	Exec Strategic Planning park	\$81.54
70263	1/16/2025	Association of Metropolitan Planning Organizations	Board Workshop - AMPO speaker	\$337.40
70264	1/16/2025	Orla Castanien	Professional coaching engagem e	\$3,000.00
70265	1/16/2025	JENNIFER MILLER	Travel - IDOT Conf 2024	\$512.22
70266	1/16/2025	State Employee Retirement System of Illinois	Employees WH 12/2024	\$6,494.05
70267	1/16/2025	CLAIRE MARIE WILLIAMS	in region travel exp	\$168.33
70273	1/16/2025	INC. HEALTHEQUITY	FSA fees (2010.047)	\$24.24
15076	1/17/2025	ComEd	Electricity 12/2024	\$1,255.57
70271	1/22/2025	INC. HEALTHEQUITY	FSA fees (2010.047)	\$7,362.30
15077	1/23/2025	ADO Professional Solutions Inc	FY25 Accounting Temp Services	\$4,526.08
15078	1/23/2025	ADP Screening & Selection Services Inc	Background screening 12/2024	\$41.96
15079	1/23/2025	Arctic Information Technology Inc	ERP Subscription Fees 12/2024	\$836.13
15080	1/23/2025	Baker Tilly Virchow Krause & Company LLP	FY25 Accounting Services	\$26,758.75
15081	1/23/2025	MARY VICTORIA BARRETT	Registration - WSC in Osaka	\$222.00
15082	1/23/2025	CliftonLarsonAllen LLP	Accounting Services (2010.046)	\$45,510.00
70275	1/23/2025	INC. HEALTHEQUITY	HSA Contributions 1/24/25	\$5,180.36
70272	1/24/2025	INC. HEALTHEQUITY	FSA fees (2010.047)	\$599.20
15083	1/27/2025	Pitney Bowes Inc	Additional postage (2010.006)	\$2,500.00
15091	1/29/2025	BMO Harris Bank Master Card	CMA P cups	\$11,031.85

15084	1/30/2025	601W Companies Chicago MT LLC	Rent 2/2025	\$210,494.21
15085	1/30/2025	Blue Cross Blue Shield of Illinois	Cobra/Retirees Health 2/2025	\$160,056.94
15086	1/30/2025	Delta Dental - Risk	Dental PPO 2/2025	\$8,540.75
15087	1/30/2025	Iron Mountain	Shredding Serv 11/26-12/24/24	\$11.95
15088	1/30/2025	Mutual of Omaha	Life Insurance EE 2/2025	\$6,228.28
15089	1/30/2025	SLG Innovation Inc	IT Consulting 12/2024	\$101,302.44
15090	1/30/2025	TierPoint LLC	Colocation Services 2/2025	\$8,855.70
70276	1/30/2025	INC. HEALTHEQUITY	FSA fees (2010.047)	\$590.53
			Total	\$778,217.84

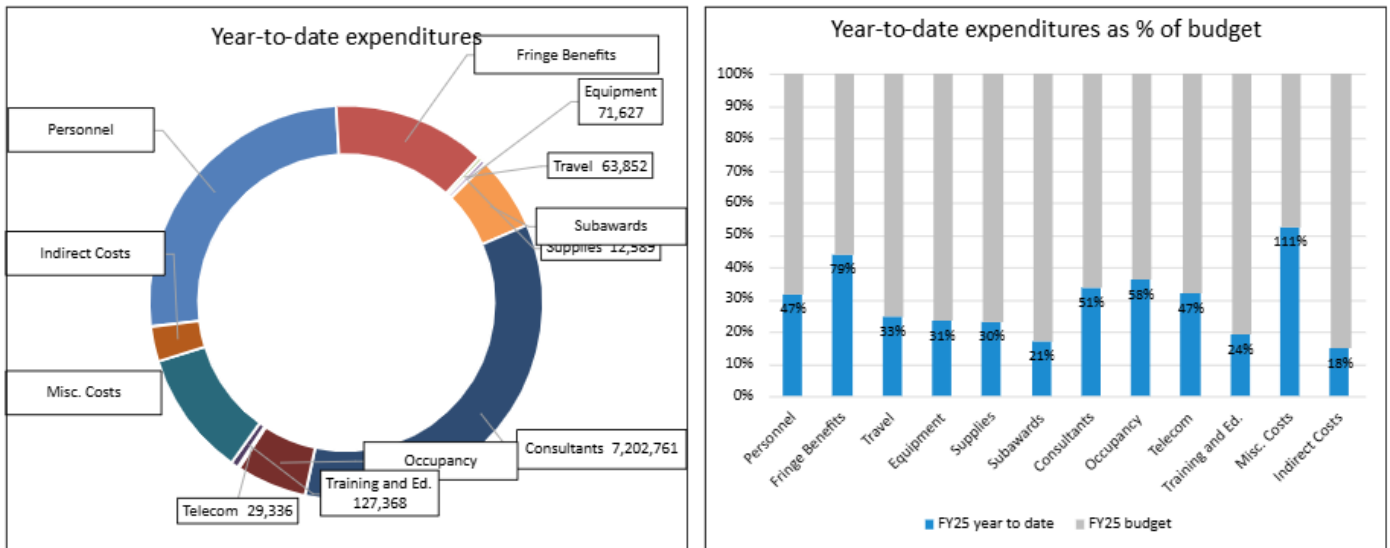
Fiscal Year-to-date Revenue and Expenditure Overview, January 2025

Revenue highlights: Revenue received as of this month for FY2025 is comprised of 73% Federal, 16% State and In-kind, 1% General funding such as Local contributions, and 9% Other Public, Foundation, Non-Public and Miscellaneous Funding.

Year-to-date, CMAP has collected 47% of its budgeted revenue from the sources identified in the tables below (excludes non-operational). Many of these revenue sources are reimbursable grants, therefore, revenues trail expenses.



Expenditure highlights: Expenditures are divided into twelve expenditure categories based on the agency's annual budget. Year-to-date, the agency has expended 48% of the budget in these categories. The three highest dollar categories of expenditures fiscal year-to-date are personnel at \$5.4 million, fringe benefits at \$2.6 million, and consultant costs at \$7.2 million.



Budget to Actual Tables, January 2025

Revenue, fund balance and in-kind services			
	FY25 budget	FY25 year to date	FY25 balance
Federal revenue total	34,535,363	15,179,626	19,355,737
State revenue total	5,643,387	2,975,300	2,668,087
Other revenue total	2,417,259	1,970,216	447,042
Use of fund balance total	619,070	310,040	309,030
In-kind services total	1,212,585	371,970	840,615
Total	\$44,427,664	\$20,807,152	\$23,620,511

Expenses			
	FY25 budget	FY25 year to date	FY25 balance
Personnel (Salary and Wages)	11,575,714	5,410,322	6,165,392
Fringe Benefits	3,320,747	2,611,160	709,587
Travel	192,184	63,852	128,332
Equipment	233,510	71,627	161,883
Supplies	41,700	12,589	29,111
Contractual Subawards*	6,062,924	1,245,750	4,817,174
Consultant (Professional Service)	14,053,015	7,202,761	6,850,254
Occupancy (Rent and Utilities)	2,084,217	1,199,512	884,705
Telecommunications	61,991	29,336	32,655
Training and Education	535,369	127,368	408,001
Miscellaneous Costs	1,908,697	2,124,731	(216,034)
Indirect Costs	3,317,070	593,527	2,723,543
Total	\$43,387,138	\$20,692,535	\$22,694,603

Note: *Core and Competitive subawards to UWP Partner Agencies (Chicago Department of Transportation, Council of Mayors Planning Liaisons Program, Counties, CTA, Metra, and Pace)

End report
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Chicago Metropolitan Agency for Planning

433 West Van Buren Street
Suite 450
Chicago, IL 60607

312-454-0400
cmap.illinois.gov

MEMORANDUM

TO: Executive Committee

FROM: Vas Boykovskyy, Deputy of Finance

Date: April 9, 2025

Subject: January and February contract, agreement, and software subscription report (FY2025)

Action Requested: Information

A monthly update of activity relating to grants, contracts and procurements to the Executive Committee for its review and information.

Grant Applications

The following is a running list of grant applications filed during fiscal year to date and pending grant applications from prior fiscal year.

Applied	Grantor	Purpose	Amount	Fiscal Year(s)	Status
January 2025	Schreiber Philanthropy	Schreiber Philanthropy	\$300,000	FY2025-2026	Awarded
December 2024	Illinois Department of Natural Resources (IDNR)	Regional Water Supply Planning	\$250,000	FY2025 – FY2027	Awarded
October 2024	Illinois Department of Transportation (IDOT)	I-290 Blue Line Corridor Program	\$6,250,000	FY2025 – FY2028	Awarded
July 2024	The John D. and Catherine T. MacArthur Foundation	General operations support	\$300,000	FY2025 – FY2028	Awarded

Grant Agreements

The following is a list of grant agreements for the fiscal year funding sources.

Grant Agreement No	Purpose	Grantor	Funding Exp
A25-0911-GA_Sch	Schreiber Philanthropy, grant agreement	Schreiber Philanthropy	April 2026
Pending	Regional Water Supply Planning – OWR, grant agreement	Illinois Department of Natural Resources (IDNR)	March 2027
A22-9797-GA_MAC	2022 MacArthur Foundation, grant agreement	John D. and Caterine T. MacArthur Foundation	August 2024
A23-0849-GA_A01	Cook County Property Tax Analysis, grant agreement amendment 1	Cook County Office of the President	November 2024
A24-0855-GA_UWP-O	IDOT FY24 UWP, operating grant agreement	Illinois Department of Transportation (IDOT)	December 2024
A22-0814-GA_SPR	Technical Assistance activities, FY22 grant agreement	Illinois Department of Transportation (IDOT)	December 2024
A23-300001-GA_IDNR	Water Supply Planning NE IL	Illinois Department of Natural Resources (IDNR)	March 2025
A23-0842-GA_IEPA_A01	Water Quality Management Planning (S604b funding), grant agreement amendment 1	Illinois Environmental Protection Agency (IEPA)	April 2025
A23-0907-GA	Freshwater, grant agreement	Joyce Foundation	May 2025
A23-0904b-GA_IDOT	IDOT Safe Streets for All (SS4A), grant agreement	Illinois Department of Transportation (IDOT)	June 2025
A23-0904a-GA_FHWA	FHWA Safe Streets for All (SS4A), grant agreement	Federal Highway Administration (FHWA)	June 2025
A22-0903-GA_PL	Equitable Engagement Program, grant agreement	Illinois Department of Transportation (IDOT)	June 2025
A23-0901-GA_FHWA_A02	Build America Bureau/FHWA/Regional Infrastructure Accelerator (RIA), grant agreement	Federal Highway Administration (FHWA)	August 2025
A22-0822-GA_SPR_A03	Regional Safety Data Program, grant agreement amendment 3	Illinois Department of Transportation (IDOT)	December 2025

Other Agreements

The following is a running list of intergovernmental and other agreements executed during the fiscal year to date.

Month Year	Agreement No	Partner	Purpose
December 2024	A25-0024-TA	City of Libertyville	Memorandum of Understanding City of Libertyville ADA Plan
January 2025	C25-0017	Chicago Transit Authority	IGA CTA I-290 Blue Line Corridor Program (PMO Funding)

Month Year	Agreement No	Partner	Purpose
January 2025	C23-0019_02	NOAA	NOAA Ecopia Geospatial Services and Data, amendment
December 2024	A25-0025-TA	City of Warrenville	Memorandum of Understanding City of Warrenville ADA Plan
November 2024	A25-0022-TA	City of Elgin	IGA City of Elgin ADA Plan
November 2024	A25-0023-TA	Village of Glen Ellyn	IGA Village of Glen Ellyn ADA Plan
November 2024	A25-0026-TA	City of Woodstock	IGA City of Woodstock ADA Plan
November 2024	A25-0045-TA	City of St. Charles	IGA City of St. Charles Pavement Management Plan
November 2024	C25-0019-GA_Metra	Northeastern Illinois Regional Commuter Railroad Corporation (Metra)	IGA Targeted Station Ridership Counts
October 2024	A25-0053-IGA_IDOT/CTA	IDOT and CTA	The I-290 / Blue Line Corridor Project, three-party intergovernmental agreement
October 2024	C25-0058-DA	Illinois Department of Employment Security	Shared Data Agreement (24-SDA-96) Illinois Department of Employment Security
October 2024	A25-0027-TA	City of Harvard	IGA City of Harvard Bicycle and Pedestrian Plan
October 2024	A25-0028-TA	Village of Oswego	IGA Village of Oswego Bicycle and Pedestrian Plan
October 2024	A25-0041-TA	City of Godley	Intergovernmental agreement City of Godley Pavement Management Plan
October 2024	A25-0043-TA	City of Palos Heights	Intergovernmental agreement City of Palos Heights Pavement Management Plan
September 2024	A25-0038-TA	Village of Addison	Intergovernmental agreement City of Addison Pavement Management Plan
September 2024	A25-0040-TA	Village of Fox Lake	Intergovernmental agreement City of Fox Lake Pavement Management Plan
September 2024	A25-0039-TA	Village of Bannockburn	Intergovernmental agreement City of Bannockburn Pavement Management Plan
September 2024	A25-0044-TA	City of Richton Park	Intergovernmental agreement City of Richton Park Pavement Management Plan
September 2024	A25-0046-TA	City of Wood Dale	Intergovernmental agreement City of Wood Dale Pavement Management Plan

Month Year	Agreement No	Partner	Purpose
July 2024	A23-0072-TA	Village of Roselle	Memorandum of understanding Village of Roselle ADA Transition Plan
July 2024	A24-0093-TA	Village of Hillside	Memorandum of understanding Village of Hillside ADA Transition Plan

UWP Subaward Agreements

The following is a list of UWP subaward agreements executed during the fiscal year to date.

Month Year	Agreement No	Partner	Purpose
September 2024	A25-0009-SUBO	Lake County Division of Transportation	Lake County Council of Mayors (LCCOM) UWP Unified Work Program - MPO Activities
September 2024	A25-0010-SUBO	McHenry County Division of Transportation	McHenry County Council of Mayors (MCCOM) UWP Unified Work Program - MPO Activities
July 2024	A25-0007-SUBO	DuPage Mayors and Managers Conference DMMC	DuPage Council of Mayors/DuPage Mayors and Managers Conference (DMMC) UWP Unified Work Program - MPO Activities
July 2024	A25-0012-SUBO	Chicago Transit Authority CTA	CTA Chicago Transit Authority UWP Unified Work Program - MPO Activities
July 2024	A25-0006-SUBO	Southwest Conference of Mayors (Village of Bedford Park)	Cook Southwest Council of Mayors / Southwest Conference of Mayors (SCM) UWP Unified Work Program - MPO Activities
July 2024	A25-0008-SUBO	Kane-Kendall County	Kane/Kendall Council of Mayors (KKCOM) UWP Unified Work Program - MPO Activities
July 2024	A25-0003-SUBO	Northwest Municipal Conference NWMC	Cook North Shore Council of Mayors/Northwest Municipal Conference (NWMC) UWP Unified Work Program - MPO Activities
July 2024	A25-0004-SUBO	Northwest Municipal Conference NWMC	Cook Northwest Council of Mayors/Northwest Municipal Conference (NWMC) UWP Unified Work Program - MPO Activities
July 2024	A25-0005-SUBO	South Suburban Mayors and Managers Association SSMMA	Cook South Council of Mayors/South Suburban Mayors and Managers Association (SSMMA) UWP Unified Work Program - MPO Activities

Month Year	Agreement No	Partner	Purpose
July 2024	A25-0001-SUBO	West Central Municipal Conference WCMC (North Central)	Cook Central Council of Mayors/West Central Municipal Conference (WCMC) UWP Unified Work Program - MPO Activities
July 2024	A25-0002-SUBO	West Central Municipal Conference WCMC (Central)	Cook North Central Council of Mayors/West Central Municipal Conference (WCMC) UWP Unified Work Program - MPO Activities
July 2024	A25-0014-SUBO	Pace	Pace UWP Unified Work Program - MPO Activities
July 2024	A25-0015-SUBO	City of Chicago Department of Transportation (CDOT)	City of Chicago UWP Unified Work Program, MPO Activities
July 2024	A25-0013-SUBO	Metra	Metra UWP Unified Work Program - MPO Activities
July 2024	A25-0011-SUBO	Will County Governmental League WCGL	Will Council of Mayors/Will County Governmental League (WCGL) UWP Unified Work Program - MPO Activities

Contracts and other agreements

The following is a list of contracts, contract amendments, and other purchase agreements during the fiscal year to date.

Month Year	Action	Contract No	Purpose	Vendor	Approval
February 2025	Amendment	C24-0058_01	ULI Professional Services, amendment (RFP 294)	Urban Land Institute	Executive Director
February 2025	PAO task order	C24-0070_A02-PAO_B	Hickory Hills Capital Improvement Plan	Gewalt Hamilton Associates, Inc.	Executive Director
February 2025	PAO task order	C24-0071_A02-PAO_B	Worth Capital Improvement Plan	Jacobs Engineering Group, Inc	Executive Director
February 2025	Purchase contract	C25-0080	Engineering Advisory Services to update regional Flood Susceptibility	Geosyntec Consultants, Inc.	Executive Director
January 2025	Purchase contract	C24-0085_A01	Augmented Planner, amendment (ITB 304)	Egret and Ox Planning, LLC	Executive Director
January 2025	Purchase contract	C25-0035_A01_PAO	Oswego Bicycle and Pedestrian Plan	Lochmueller Group	Executive Director
January 2025	Purchase contract	C24-0027_A03-PAO	Harvard Bicycle and Pedestrian Plan	A. Epstein and Sons International, Inc.	Executive Director
January 2025	Purchase contract	C24-0027_A03-PAO_F	Harvard Bicycle and Pedestrian Plan	A. Epstein and Sons International, Inc.	Executive Director
January 2025	Purchase contract	C25-0077	Regional Vision: Strategic Planning and Engagement Integration	M. Harris and Co.	Board L24-443
January 2025	Purchase contract	C25-0076	Regional Vision: Scenario Planning	KerrSmith Design	Executive Director
December 2024	Amendment	C22-0044_A03	Regional Infrastructure Accelerator / P3 Program	Deloitte & Touche LLC	Executive Director

Month Year	Action	Contract No	Purpose	Vendor	Approval
			Management Consultant, amendment 3		
December 2024	Amendment	C23-0020_A02	Cook County property tax analysis, amendment 2	University of Illinois Chicago UIC	Board L22-396/L23-125
December 2024	Amendment	C23-0029_A02	Resilience Improvement Program, amendment 2 (RFP 268)	ICF Incorporated, LLC	Board L24-428
December 2024	Purchase contract	C25-0073	Council on Universal Design and Accessibility (CUDA) (RFP 327)	3X3 Design US LLC	Executive Director
December 2024	Purchase contract	C25-0075	Regional and Minicipal Accessibility Engagement (RFP 318)	Muse Community + Design	Board L24-441
November 2024	Purchase contract	C24-0052	Household Travel Survey (RFP 286)	Resource Systems Group, Inc. RSG	Board L23-400
November 2024	Purchase contract	C24-0052_A01	Household Travel Survey, amendment 1 (RFP 286)	Resource Systems Group, Inc. RSG	Executive Director
November 2024	PAO task order	C24-0070_A01-PAO_A	Burnham Capital Improvement Plan (PAO 289.06-01)	Gewalt Hamilton Associates, Inc.	Executive Director
November 2024	PAO task order	C24-0071_A01-PAO_A	Matteson Capital Improvement Plan (PAO 289.06-03)	Jacobs Engineering Group, Inc	Executive Director
November 2024	PAO task order	C24-0077-A04-PAO_D	Elgin PROW ADA Transition Plan (PAO 289.08-10)	Vitruvian Planning, LLC	Executive Director
November 2024	PAO task order	C24-0077-A05-PAO_E	Woodstock PROW ADA Transition Plan (PAO 289.08-14)	Vitruvian Planning, LLC	Executive Director
November 2024	PAO Master	C-24-0071_A01	Matteson Capital Improvement Plan (CIP)	Jacobs Engineering Group, Inc.	Executive Director
November 2024	PAO task order	C24-0074_A01-PAO_A	Chicago Heights PROW ADA Transition Plan (PAO 289.08-02)	Kimley-Horn and Associates, Inc.	Executive Director

Month Year	Action	Contract No	Purpose	Vendor	Approval
November 2024	PAO task order	C24-0074_A03-PAO_B	Libertyville PROW ADA Transition Plan (PAO 289.08-12)	Kimley-Horn and Associates, Inc.	Executive Director
November 2024	PAO task order	C24-0074_A04-PAO_C	Warrenville PROW ADA Transition Plan (PAO 289.08-13)	Kimley-Horn and Associates, Inc.	Executive Director
November 2024	PAO task order	C24-0076-A04-PAO_A	Berwyn PROW ADA Transition Plan (PAO 289.08-01)	Oates & Associates	Executive Director
November 2024	PAO task order	C24-0076-A05-PAO_B	La Grange Park PROW ADA Transition Plan (PAO 289.08-04)	Oates & Associates	Executive Director
November 2024	PAO task order	C24-0076-A06-PAO-C	Lemont PROW ADA Transition Plan (PAO 289.08-05)	Oates & Associates	Executive Director
November 2024	PAO task order	C24-0076-A07-PAO_D	Glen Ellyn PROW ADA Transition Plan (PAO 289.08-11)	Oates & Associates	Executive Director
November 2024	Purchase contract	C24-0081_A01	Freight Model Scenario Development, amendment 1 (RFP 299)	Resource Systems Group, Inc. RSG	Board L24-257
October 2024	Purchase contract	C22-0026_A02	Annual Indirect Cost Rate Proposal (ICRP)	MAXIMUS Consulting Services, Inc.	Executive Director
October 2024	Amendment	C23-0029_A01	Resilience Improvement Program, amendment 1 (RFP 268)	ICF Incorporated, LLC	Board 24-428
October 2024	PAO task order	C24-0040_A01_PAO-A	Regional Vision project - Existing Conditions - Economy and Land Use (PAO 277.05-05)	SB Friedman & Company	Executive Director
October 2024	PAO task order	C24-0040_A02_PAO-B	PART Implementation - Sales Tax (PAO 277.05-06)	SB Friedman & Company	Executive Director
September 2024	Amendment	C23-0036_A01	Speed Data Project: Processing Connected Vehicle Data and Crash Characteristics	StreetLight Data, Inc.	Executive Director

Month Year	Action	Contract No	Purpose	Vendor	Approval
September 2024	PAO task order	C24-0037_A01-PAO_A	Accessible Engagement Training (PAO 289.08-09)	MUSE Community Design	Executive Director
September 2024	Purchase contract	C24-0083	Interpretation and Translation Services (RFP 301)	Multilingual Connections	Board L24-259
September 2024	Purchase contract	C24-0089	Berwyn-Riverside Railroad Grade Crossing Study (RFQ 290)	Jacobs Engineering Group, Inc.	Board L24-138
September 2024	Purchase contract	C25-0020	PMO and Corridor Development Office for the I-290-Blue Line Corridor Program (RFP 306)	CDM Smith Inc.	Board L24-333
September 2024	Purchase contract	C25-0021	ActivitySim Consortium (RFP 331)	AMPORF - Association of Metropolitan Planning Organizations Research Foundation	Executive Director
September 2024	Purchase contract	C25-0054	Fire Alarm Proposal	Convergent	Executive Director
September 2024	Purchase contract	C25-0055	Data License Agreement (License) for use of Natural Heritage Database Data provided by the Illinois Department of Natural Resources	State of Illinois Department of Natural Resources - IDNR	Executive Director
September 2024	Purchase contract	C25-0056	Thermflo Yearly Subscription	Therm Flo, Inc.	Executive Director
August 2024	Amendment	C24-0066_A01	Comprehensive Climate Action Plan Technical Assistance	Energy + Environmental Economics, Inc. (E3)	Executive Director
July 2024	Purchase contract	C24-0088	Pavement Management Plans for Local Agencies (RFP 307)	AECOM Technical Services, Inc.	Board L24-262
July 2024	Purchase agreement	A24-0091-PA	Community Engagement for the Bronzeville GoHub (ITB 308)	Equiticity	Executive Director

Month Year	Action	Contract No	Purpose	Vendor	Approval
July 2024	Purchase contract	C24-0084	Accounting services (RFP 303)	CliftonLarsonAllen LLP	Board L24-260
July 2024	PAO task order	C24-0076-A01-PAO_A	Berwyn PROW ADA Transition Plan (PAO 289.08-01)	Oates & Associates	Executive Director
July 2024	PAO task order	C24-0076-A02-PAO_B	La Grange Park PROW ADA Transition Plan (PAO 289.08-04)	Oates & Associates	Executive Director
July 2024	PAO task order	C24-0076-A03-PAO_C	Lemont PROW ADA Transition Plan (PAO 289.08-05)	Oates & Associates	Executive Director
July 2024	PAO task order	C24-0039_A03-PAO_C	Greater Ashburn Safety Action Plan, PAO C (PAO 277.03-02)	Sam Schwartz Consulting, LLC	Board L23-256
July 2024	PAO task order	C24-0074_A01-PAO_A	Chicago Heights PROW ADA Transition Plan (PAO 289.08-02)	Kimley-Horn and Associates, Inc.	Executive Director
July 2024	PAO task order	C24-0077-A01-PAO_A	Hillside PROW ADA Transition Plan (PAO 289.08-03)	Vitruvian Planning, LLC	Board L24-055
July 2024	PAO task order	C24-0077-A02-PAO_B	Lincolnwood PROW ADA Transition Plan (PAO 289.08-06)	Vitruvian Planning, LLC	Board L24-055
July 2024	PAO task order	C24-0077-A03-PAO_C	Roselle PROW ADA Transition Plan (PAO 289.08-07)	Vitruvian Planning, LLC	Board L24-055

Note: The CMAP bylaws provide authority to the executive director to enter contractual commitments where compensation does not exceed \$100,000 and execute amendments as authorized by the Board.

Software subscriptions

The following list of software and software maintenance subscriptions purchased or renewed during the fiscal year to date.

Procurement ID	Vendor	Purpose
Pending	Arctic IT	Dynamic 365 Licenses

Procurement ID	Vendor	Purpose
S25-0067-SOF_P117491	Bentley Systems Inc.	Bentley annual subscription for EMME modeling software
S25-0067-SOF_P117454	Bentley Systems Inc.	Bentley annual subscription for EMME modeling software
S25-0070-SOF_P117690	Bitly, Inc	Bitly annual subscription for communication software
S25-0065-SOF_P117512	Carahsoft Technology Corp	LinkedIn Learning annual subscription for training software
S25-0059-SOF_P117428	CDW Governmental Inc.	Adobe annual software subscription for Creative Cloud and Acrobat Pro
S25-0059-SOF_P117520	CDW Governmental Inc.	FortiClient annual subscription for VPN software
S25-0061-SOF_P117436	Central Square Technologies	OneSolution annual software subscription for legacy ERP
S25-0060-SOF_P117434	ESRI	ArcGIS annual software subscription for ArcGIS user licenses
S25-0060-SOF_P117435	ESRI	ArcGIS annual software subscription for ArcGIS Online
S25-0060-SOF_P117513	ESRI	ArcGIS annual subscription for ArcGIS Desktop
S25-0068-SOF_P117660	Four LLC	Authentic8 annual license subscription for secure browser isolation
S25-0071-SOF_P117692	Moz	Moz annual subscription for website SEO software
S25-0072-SOF_P117691	Noun Project	Icon Pro annual subscription for graphic design software
S25-0064-SOF_P117474	SHI International Corporation	Synchro Light and SimTraffic annual software subscription for microsimulation
S25-0069-SOF_P117694	Strategic Systems & Technology Corporation	RedBeam annual subscription for asset tracking software
S25-0066-SOF_P117366	Traffic Logix Corporation	Traffic Logix annual software subscription for accessing speed sensor devices

End Report



Chicago Metropolitan Agency for Planning

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MEMORANDUM

To: CMAP Executive Committee

From: Blanca Vela-Schneider, Executive Operations Manager

Date: February 28, 2025

Subject: Executive Director Erin Aleman
 Out-of-region travel summary for the months of January and February 2025

Action Requested: Information

Below is a list of expenses related to Executive Director Aleman’s out-of-region travel during the months of January and February 2025. Expenses listed below are from the Regional Council of Executive Directors and the National Association of Regional Councils

**Regional Council of Executive Directors
 Atlanta, Georgia
 01/16/25 – 01/17/25**

Description	Date Expense Incurred	Expense Amount
Flight – United Airlines	01/08/25	\$435.60
Ground Transportation	01/16/25 - 01/17/25	\$58.60
Lodging Hotel Indigo Atlanta, GA	01/16/25 - 01/17/25	\$276.29
Per Diem	02/09/25 - 02/11/25	\$33.00
	SubTotal:	\$803.49

**National Association of Regional Councils
Washington, DC
02/09/25 – 02/11/25**

Description	Date Expense Incurred	Expense Amount
Flight – United Airlines	01/24/25	\$438.97
Ground Transportation	2/10-2/11	\$40.51
Lodging Hyatt Regency Washington, DC	02/09-02/10	\$556.56
Per Diem		\$78.00
	SubTotal:	\$1,114.04
	Total for both conferences	\$1,917.53