1) Call to Order

President Walton called the meeting to order at 5:33 pm.

a) Roll Call

i) Secretary Huffman called roll. A quorum was present with 14 of 18 board members present. See below list of attendees.

b) Recognition of Guests

i) See below list of guest attendees.

IS Board Members

P Andrew Walton, President
Ph Brian Pawula, Past President
P Sandra Homola, President-Elect
Ph Thomas Janicke, Treasurer
P Matt Huffman, Secretary
Ph Jeana Gowin, Director to 2022
Ph Zach Pucel, Director to 2022
Ph Nihar Shah, Director to 2022
Ph Irsilia Colletti, Director to 2023
Ph Steve Randolph, Director to 2023
Ph Matt Huffman, Secretary
Ph Muhammad Ali, Construction Institute Chair (CI)
Ph Saki Handa, Environmental & Water Resources Institute Chair (EWRI)
Ph Alex Potter-Weight, Geo-Institute Chair (GI)
Ph Patrick Laux, Structural Engineering Institute Chair (SEI)
Ph Brian Castro, Transportation & Development Institute Chair (T&DI)
Ph Kyle Sant, Younger Member Group Chair (YMG)

Committee Chairs/Additional Attendees & Guests

Tom Borges, Membership Committee Chair
Natasha Breslieva, Student Outreach Chair
Liz Jensen, Engineers Without Borders (EWB) Chair
Katie Bell, Communications & Website Committee Chair
Sarah Dick, Social Media Committee Chair
Matt Kirby, Government Relations Chair
Tim Scully-Granezie, Advertising Committee Chair
Don Wittmer, Engineer’s Week Committee Chair
Colleen Miller, Report Card Launch Committee Chair
Pat Lach, Report Card Committee Chair
John Lazzara, Region 3 Governor
Megan McDonald, IS Past President
Steve Rienks, IS Member; UESI
Michael Miczek, T&DI Member
**Ji Zhang, IIT Pre-Trans Program

Attendance Key:
P = Present  Ph = Phone/Electronic
E = Excused   A = Absent

*Late arrival to meeting following Roll Call

**Guest
2) Acceptance of Minutes
   a) The minutes from the April 4, 2022, Board of Directors meeting were approved as written. Past President Pawula motioned to approve with a second from President-Elect Homola. **Motion passed with 14 – aye and 0 – no.**

3) Treasurer’s Report
   a) The May 2, 2022, Treasurer’s report was presented. (See attachment 3)
   b) Various other action items were discussed as noted on the attached Treasurer’s Report.
      i) Coordinate with Treasurer Janicke for IS related transactions.
   c) Director Gowin motioned to approve the Treasurer’s report with a second from Secretary Huffman. **Motion passed with 14 – aye and 0 - no.**

4) New Business - Guests
   a) 2022 IIT PreTrans Program - Ji Zhang
      i) Ji Zhang made a PowerPoint presentation covering the IIT PreTrans Program. The goals and vision of the program are to promote careers in science & engineering; support development of skills in communication, problem-solving, critical thinking, and teamwork; and assist in pre-college preparation for multicultural high-school students to experience and discover civil/transportation engineering. (See attachment 4)
      ii) The program length is 2 weeks in the summer at IIT (July 18 – 29, 2022). Applicants must be high school students and there is a maximum enrollment of 10 students. The program is fully funded through financial support of various groups/organizations.
      iii) President-Elect Homola motioned to approve a $1,500 sponsorship to the 2022 IIT PreTrans program with a second from Director Randolph. **Motion passed with 14 - aye and 0 – no.**

   (1) It was noted that $1,000 was in the 2022 IS Budget and the remaining $500 is being contributed from the Diversity & Inclusion Committee.

5) Old Business
   a) IS Manual of Operations – Megan McDonald
      i) Megan McDonald stated that an email has been sent out and the various institutes need to respond. It was requested that responses be provided to Megan by May 20th.
   b) UESI Illinois Chapter initiative – Andrew Walton
      i) President Walton provided an update on the Utility Engineering & Survey Institute (UESI) initiative. (See attachment 5b)
      ii) A draft Memorandum of Understanding (MoU) and draft Bylaws have been drafted and were presented to the IS Board.
      iii) Discussion was held regarding the following:
         (1) Will there be a trial/probationary period for the UESI similar to when the Construction Institute was formed?
         (2) Noted that the IS Bylaws should be followed for the formation of a new Institute/Group, which requires a formal petition signed by at least 20 members.
         (3) Objective is to have the UESI IL Chapter recognized at the October Annual Awards Dinner.
         (4) Following the IS Board meeting, additional discussion was held regarding following the IS Bylaws. The UESI IL Chapter petition will be presented at the June IS Board meeting.
c) Best Practices Development: How to Identify and Engage Future Leaders for ASCE – John Lazzara
   i) President Walton provided an update. Volunteers are still needed to advance this BP.

d) Best Practices Development: Virtual Recognition (e-Book) Development – Kris Salvatera
   i) President Walton provided an update on where this BP stands.
   ii) Kris Salvatera submitted a draft Best Practices document to be submitted to ASCE HQ. (See attachment 5d)

e) Route 66 National Historic Landmark update – Brian Pawula
   i) Past President Pawula stated that the current director of this effort has resigned from their position. He noted the process is going very slowly and will likely continue into 2023.
   ii) Past President Pawula stated he is looking for another IS Board Member to assist and eventually take over in October 2022.
   (1) Following the IS Board meeting, Director Jeana Gowin and Megan McDonald volunteered to serve as the point(s) of contact for this initiative.

f) Government Relations (GR) University: April 8, 2022 – Matt Kirby
   i) Matt Kirby provided an update on the GR/PR University. ASCE staff members Anna Denecke (Gov’t Relations) and Kevin Longley (Media Relations) flew in to hold the half day training event at Christopher B. Burke Engineering’s office in Rosemont. Twelve (12) IS members attended the PR University and twenty (20) IS members attended the GR University.
   ii) It was suggested that the IS hold the PR/GR University training event every four years aligned with the report card release, and the GR University every two years in between.

g) President-Elect / Student Scholarship Dinner: April 14, 2022 – Sandra Homola
   i) President-Elect Homola provided an overall summary. There were 68 attendees that attended the event at Maggiano’s (Chicago), which included ASCE President-Elect Maria Lehman. (See attachment 8b)

h) Report Card Launch: April 28, 2022 – Colleen Miller
   i) President Walton provided a summary update of the 2022 IS Report Card Launch held at Union Station’ Great Hall. A more detailed report will be provided at the June meeting when the financials are finalized. (See attachment 5h)

6) New Business
   a) 2022 IS-ASCE Calendar Updates – Andrew Walton
      i) President Walton reviewed the updated 2022 calendar. (See attachment 6a)
      (1) Diversity & Inclusion Fundraising Event: June 16, 2022.

   b) ASCE Webinar: Financial Guidelines and Information for Section and Branches – Tom Janicke
      i) A webinar will be held on May 25, 2022, relevant for the Section/Branch treasurer duties. Topics covered include audits, accounting requirements, reserve guidance, taxes, and other general financial items. (See attachment 6b)

   c) ASCE Elections: 2023 ASCE President-Elect Nominees – Andrew Walton
      i) President Walton informed the IS Board that the 2022 ASCE election opened May 1 and will be open thru June 1. There are several candidates from Illinois on the ballot. (See attachment 6c)
d) IS-ASCE Officer nominating process – Andrew Walton

i) President Walton briefly reviewed the nomination and election of IS Officers process, as stated in the IS Bylaws Article III, for the FY22-23 officer nominations. The nominations committee has been formed, which is required by May 15th. The next step will be making nominations for each elective office and preparing a report for the June IS Board meeting. (See attachment 6d)

e) Annual Section Dues Collection (FY 2023) – Tom Janicke

i) Treasurer Janicke received an inquiry from ASCE HQ if the IS would like to modify the section dues. Brief discussion occurred and the general sentiment was to keep the dues at the current rate of $30 given the recent decline in membership and financial surplus from the last two years during the pandemic. Director Gowin motioned to leave the IS dues at the current rate of $30 with a second from President-Elect Homola. Motion passed with 14 – aye and 0 – no. (See attachment 6e)

f) Clean Water Act 50th Anniversary celebration funding request – Saki Handa

i) EWRI Chair Handa provided a brief PowerPoint presentation about the 50th Anniversary of the Clean Water Act celebration being held on July 15th, 2022 (10am – 12pm) at Ping Tom Memorial Park Pagoda (1700 S. Wentworth Ave, Chicago, IL 60616). (See attachment 6f)

ii) It was requested the IS provide one speaker to discuss the recently released 2022 Illinois Infrastructure Report Card. Other agency partners include MWRD, Chicago Department of Water Management, Friends of the Chicago River, Region 5 EPA, MPC, and CMAP. President Walton committed to have one (1) IS member present to provide brief remarks re: the 2022 Illinois Report Card.

iii) The total budget for the event is approximately $2,400. A $500 funding request was made to the IS. A motion was made by Director Randolph for the IS to provide $500 in funding support for the event with a second from President-Elect Homola. Motion passed with 14 – aye and 0 – no.

g) IS-ASCE D&I Committee TopGolf Fundraising Event: June 16, 2022 – Nihar Shah

i) Director Shah provided an update on the Diversity and Inclusion committee fundraising event at Top Golf (Schaumburg) on June 16th (5:30 – 8:30). A registration link will be sent out this week. There will be a 50-person capacity for the event. Individual tickets will cost $80 and sponsorship will be $200, which includes two (2) attendees.

h) Region 3 Assembly (Cleveland, OH): June 24-25, 2022 – John Lazzara

i) President Walton requested attendance confirmation of the IS Directors to 2023. Director Randolph and Director Revzin stated they are anticipating on attending the event. Follow-up is required with Director Colletti.

ii) President Walton noted that travel & lodging expenses are included in the 2022 budget.

i) ASCE Presidents and Governors Forum (Reston, VA): September 11-12, 2022 – Sandra Homola

i) President-Elect Homola is anticipating on attending the Presidents and Governors Forum on behalf of the IS. Attendance by one (1) attendee is included in the 2022 budget.

j) ASCE Society Convention (Anaheim, CA): October 23-26, 2022 – Andrew Walton

i) President Walton stated that the ASCE Society Convention will be held October 23-26, 2022, in Anaheim, CA. President-Elect Homola and Past President Pawula will attend the event on behalf of the IS. Attendance by two (2) attendees is included in the 2022 budget.
7) Institute/Group Reports

Technical Institutes and Group reports covering past, present, and future activities:

- **Urban Planning & Development Group (UP&D) – No report submitted.**
- **Construction Institute (CI) – No report submitted.** Director Pucel provided a brief update and stated that approximately 75 people attended the OMP luncheon event and there will be an SEI joint event in May. An Alternative Project Delivery seminar is targeted for September in conjunction with ACEC-IL and IRTBA, which will be held in Rosemont.
- **Environmental & Water Resources Institute (EWRI) – Report submitted.** (See attachment 7c)
- **Structural Engineering Institute (SEI) – Report submitted.** (See attachment 7d)
- **Geo-Institute (GI) – Report submitted.** (See attachment 7e)
- **Transportation & Development Institute (T&DI) – Report submitted.** (See attachment 7f)
- **Younger Member Group (YMG) – Report submitted.** (See attachment 7g)

8) Standing Committee Reports

Standing Committees reports covering past, present, and future activities:

- **Membership (Tom Borges) – Report submitted.** (See attachment 8a)
- **Spring Dinner (Sandy Homola) – Report submitted.** (See attachment 8b)
- **Report Card (Pat Lach/Colleen Miller) – No report submitted.**
- **Student Outreach (Natasha Breslieva) – No report submitted.**
- **Annual Dinner (Jeana Gowin) – Report submitted.** (See attachment 8e)
  - **The 2022 Annual Dinner is proposed to be held at the Sheraton Grand Chicago Riverwalk on October 13, 2022, with a total anticipated cost of approximately $75,000 (including tax and gratuity). A motion was made by Treasurer Janicke to hold the 2022 Annual Dinner at the Sheraton Grand Chicago Riverwalk on October 13th with a motion from Secretary Huffman. Motion passed with 14 – aye and 0 – no.**
  - **Several other items were presented to the IS Board for a vote:**
    1. **Two (2) photography options were presented, dinner only (option #1) or cocktail hour/dinner (option #2).** A motion was made by Treasurer Janicke to proceed with photography option #2 with a second from President-Elect Homola. **Motion passed with 14 – aye and 0 – no.**
    2. **Two emcee options were presented, Pat Tomasulo (option #1) or a current ASCE member (option #2). A motion was made by Secretary Huffman to proceed with emcee option #1 with a second from Treasurer Janicke.** **Motion passed with 14 – aye and 0 – no.**
    3. **A recommended pricing/sponsorship structure was proposed. A motion was made by President-Elect Homola to proceed with the pricing structure of $195/general ticket, $95/government-educator ticket, $75/student ticket, $2,000 Gold Sponsorship, and $1,500 Silver Sponsorship, with second from Secretary Janicke. Motion passed with 14 – aye and 0 – no.**
- **Fairs (Zach Pucel) – No report submitted.**
  - **An e-blast was sent out with the 2022 award nomination information, which will also be included in the summer newsletter.**
- **Diversity & Inclusion (Nihar Shah) – No report submitted.**
h) Communications & Website (Katie Bell) – Report submitted.
   i) President Walton noted that Committee Chair Bell will be looking for a replacement as she will be stepping down as IS Communications & Website chair. (See attachment 8h)

i) Government Relations (Matt Kirby) – Report submitted. (See attachment 8i)

j) EWB (Liz Jensen) – No Report submitted.

k) Sustainability (Vacant) – No report submitted.

l) Finance (Thomas Janicke) – No report submitted.

m) Special Events (Andrew Walton) – No report submitted.

9) President Walton entertained a motion to adjourn the meeting at 7:18 pm. A motion was made by Director Gowin to adjourn the meeting with a second by Secretary Huffman. **Motion passed with 14 – aye and 0 – no.**

The next meeting will be held at **5:30 PM on Monday, June 6, 2022**, via MS Teams (virtual meeting) and in-person at: Christopher B. Burke Engineering, Ltd., 9575 W. Higgins Road, Suite 600, Rosemont, IL 60018 (physical meeting location).
MEETING AGENDA
BOARD MEETING – AGENDA
Monday, May 2, 2022 – 5:30pm

VIDEO CONFERENCE VIA MS TEAMS
MS Teams Meeting Link
Dial-In Via MS Teams Mobile or Desktop Applications

1) Call to Order – Andrew Walton
   a) Roll Call – Matt Huffman
   b) Recognition of Guests – Matt Huffman

2) Acceptance of Minutes – Matt Huffman (April 4, 2022, IS Board Meeting)

3) Treasurer’s Report – Tom Janicke

4) New Business – Guests
   a) 2022 IIT PreTrans Program – Ji Zhang

5) Old Business
   a) IS Manual of Operations – Megan McDonald
   b) UESI Illinois Chapter initiative – Steve Rienks
   c) Best Practices Development: How to Identify and Engage Future Leaders for ASCE – John Lazzara
   d) Best Practices Development: Virtual Recognition (e-Book) Development – Kris Salvatera
   e) Route 66 National Historic Landmark update – Brian Pawula
   f) Government Relations (GR) University: April 8, 2022 – Matt Kirby
   g) President-Elect / Student Scholarship Dinner: April 14, 2022 – Sandra Homola
   h) Report Card Launch: April 28, 2022 – Colleen Miller

6) New Business
   a) 2022 IS-ASCE Calendar updates (D&I TopGolf Fundraiser Event) – Andrew Walton
   b) ASCE Webinar: Financial Guidelines and Information for Sections and Branches – Tom Janicke
   c) ASCE Elections: 2023 ASCE President-Elect Nominees – Andrew Walton
   d) IS-ASCE Officer nominating process – Andrew Walton
   e) Annual Section Dues Collection (FY 2023) – Tom Janicke
   f) Clean Water Act 50th Anniversary celebration funding request – Saki Handa
   g) IS-ASCE D&I Committee TopGolf Fundraiser Event: June 16, 2022 – Nihar Shah
   h) Region 3 Assembly (Cleveland, OH): June 24-25, 2022 – John Lazzara
   i) ASCE Presidents and Governors Forum (Reston, VA): September 11-12, 2022 – Sandra Homola
   j) ASCE Society Convention (Anaheim, CA): October 23-26, 2022 – Sandra Homola

7) Institute/Group Reports
   a) UP&D Group – Saad Khatri
   b) CI – Muhammad Ali
   c) EWRI – Saki Handa
   d) G-I – Alex Potter-Weight
   e) SEI – Patrick Laux
   f) T&DI – Brian Castro
   g) YMG – Kyle Sant

8) Standing Committee Reports
   a) Membership – Tom Borges
   b) Pres-Elect / Spring Dinner – Sandra Homola
   c) Report Card/Launch – Pat Lach/Colleen Miller
   d) Student Outreach – Natasha Bresleva
   e) Annual Dinner – Jeana Gowin
   f) Awards – Zach Pucel
   g) Diversity & Inclusion – Nihar Shah
   h) Communications & Website – Katie Bell
   i) Government Relations – Matt Kirby
   j) EW&B – Liz Jensen
   k) Sustainability – Vacant
   l) Finance – Tom Janicke
   m) Special Events – Andrew Walton

Next Meeting: Monday, June 6, 2022 @ 5:30PM via MS Teams (virtual meeting) and in-person meeting at: EXP Office, 205 N. Michigan Ave., Suite 3600, Chicago, IL 60601 (physical meeting location)
AGENDA ITEM #3 – TREASURER’S REPORT

SUPPORTING DOCUMENTATION
## TREASURER’S REPORT

**May 2\(^{nd}\), 2022**  
(Page 1 of 3)

### Account Balance:

<table>
<thead>
<tr>
<th>Account</th>
<th>3/31/2022</th>
<th>4/30/2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking - IL Section</td>
<td>$170,233.13</td>
<td>$160,751.72</td>
</tr>
<tr>
<td>Checking - Diversity &amp; Inclusion Committee*</td>
<td>$337.81</td>
<td>$337.81</td>
</tr>
<tr>
<td>Savings</td>
<td>$52,278.58</td>
<td>$52,280.30</td>
</tr>
<tr>
<td><strong>Total Account Balance</strong></td>
<td><strong>$222,511.71</strong></td>
<td><strong>$213,032.02</strong></td>
</tr>
</tbody>
</table>

* = The Diversity & Inclusion Committee (D&IC) budget resides with the IL Section checking account. No changes to the D&IC account occurred in October.

The total account balance last year on April 30th, 2021 was $209,073.32.

### Checking Account Summary:

for April 1, 2022 to April 30, 2022

<table>
<thead>
<tr>
<th>Account summary</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning balance on April 1, 2022</td>
<td>$170,233.13</td>
</tr>
<tr>
<td>Deposits and other credits</td>
<td>20,452.95</td>
</tr>
<tr>
<td>Withdrawals and other debits</td>
<td>-4,903.36</td>
</tr>
<tr>
<td>Checks</td>
<td>-25,031.00</td>
</tr>
<tr>
<td>Service fees</td>
<td>-0.00</td>
</tr>
<tr>
<td><strong>Ending balance on April 30, 2022</strong></td>
<td><strong>$160,751.72</strong></td>
</tr>
</tbody>
</table>

\*Includes checks paid, deposited items and other debits

### Savings Account Summary:

for April 1, 2022 to April 30, 2022

<table>
<thead>
<tr>
<th>Account summary</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning balance on April 1, 2022</td>
<td>$52,278.58</td>
</tr>
<tr>
<td>Deposits and other credits</td>
<td>1.72</td>
</tr>
<tr>
<td>Withdrawals and other debits</td>
<td>-0.00</td>
</tr>
<tr>
<td>Service fees</td>
<td>-0.00</td>
</tr>
<tr>
<td><strong>Ending balance on April 30, 2022</strong></td>
<td><strong>$52,280.30</strong></td>
</tr>
</tbody>
</table>

\# of deposits/credits: 23  
\# of withdrawals/debits: 8  
\# of items previous cycle: 0  
\# of days in cycle: 30  
Average ledger balance: $168,523.88  
Average collected balance: $52,278.63
### Checking Account Expenses:

<table>
<thead>
<tr>
<th>Invoice Date</th>
<th>Code</th>
<th>Category</th>
<th>Cost</th>
<th>Payment Ordered</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/05/22</td>
<td>65b</td>
<td>Report Card - Catering Events</td>
<td>$10,153.50</td>
<td>03/25/22</td>
</tr>
<tr>
<td>04/06/22</td>
<td>682b</td>
<td>Habitat for Humanity Sponsorship</td>
<td>$1,000.00</td>
<td>03/30/22</td>
</tr>
<tr>
<td>04/11/22</td>
<td>682</td>
<td>Harbough Payment</td>
<td>$366.58</td>
<td>04/04/22</td>
</tr>
<tr>
<td></td>
<td>682a</td>
<td>-Executive Secretary Monthly Labor: 15.75 hours @ $54.64/hour = $860.58</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>-Monthly mileage: 0 miles @ $0.575/mile = $0</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Other Expenses: None = $0</td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Subtotal 1 = $860.58</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>-Other Expenses = $0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Subtotal 2 = $0</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total = $0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04/21/22</td>
<td>686a</td>
<td>Top Golf Event Deposit</td>
<td>$2,006.63</td>
<td>04/14/22</td>
</tr>
<tr>
<td>04/21/22</td>
<td>632c</td>
<td>Legislative Filing</td>
<td>$587.59</td>
<td>04/14/22</td>
</tr>
<tr>
<td>04/21/22</td>
<td>672q</td>
<td>Government Relations University Dinner</td>
<td>$204.40</td>
<td>04/14/22</td>
</tr>
<tr>
<td>04/21/22</td>
<td>642</td>
<td>Sandy Homola Reimbursement</td>
<td>$170.16</td>
<td>04/14/22</td>
</tr>
<tr>
<td>04/29/22</td>
<td>65b</td>
<td>Check - inspired Catering &amp; Events</td>
<td>$14,377.50</td>
<td>04/26/22</td>
</tr>
</tbody>
</table>

**Total Expenses - April 2022**: $25,934.36
## Checking Account Deposits:

<table>
<thead>
<tr>
<th>Date</th>
<th>Code</th>
<th>Category</th>
<th>Amount</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/01/22</td>
<td>88b</td>
<td>IT Habitat-for-Humanity Sponsorship</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>04/14/2022</td>
<td>432</td>
<td>WePay - Spring Dinner Registration</td>
<td>$2,568.35</td>
<td>$2,568.35</td>
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<tr>
<td>04/28/2022</td>
<td>460c</td>
<td>WePay - Report Card Launch Registration</td>
<td>$12,957.10</td>
<td>$12,957.10</td>
</tr>
<tr>
<td>04/15/2022</td>
<td>41b</td>
<td>ASCE National Deposit</td>
<td>$1,832.50</td>
<td>$1,832.50</td>
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<tr>
<td>04/15/2022</td>
<td>422</td>
<td>Check Deposit - Newsletter Advertising</td>
<td>$30.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>04/15/2022</td>
<td>422</td>
<td>Check Deposit - Spring Scholarship Dinner</td>
<td>$65.00</td>
<td>$65.00</td>
</tr>
<tr>
<td>04/19/2022</td>
<td>88b</td>
<td>IT ASCE Student Chapter Sponsorship</td>
<td>$2,000.00</td>
<td>$2,000.00</td>
</tr>
</tbody>
</table>

**Total Deposits - April 2022**: $20,452.95

### On-Going Action Items:
1. Verify checks received for Report Card Event.
2. Complete outstanding reimbursements.

### Known Future Action Items:
1. Transfer BoA account control
2. Verify Union Station cashes balance check for Report Card Event ($4,750)

Respectfully Submitted,

Thomas Janicke  
IS-ASCE Treasurer 2021-2023
AGENDA ITEM #4 – NEW BUSINESS (Guests)

SUPPORTING DOCUMENTATION
Pre-Transportation Engineering Program (PRETRANS)

An ASCE 2006-2022 Summer Institute Award Program

Ji Zhang
Ph. D student, Research Assistant, Teaching Assistant
Dept of Civil, Archi and Envir Engr
Illinois Institute of Technology
3201 South Dearborn Street
Chicago, Illinois

May 2022

Presentation Outline

- Program Goals and Vision
- PRETRANS Program Overview
- 2019 Follow-up
- After 2019
- What’s new in 2022
Program Goals and Vision

- Promote careers in science, engineering, and engineering education
- Support the development of skills in communications, problem solving, critical thinking, and inter-professional teamwork
- Assist in pre-college preparation which is key to a successful college experience.

PRETRANS Program Overview

The PRETRANS program is designed to motivate and encourage multicultural high-school students to gain exposure to civil/transportation engineering through:

- Regular lectures
- Field trips
- Hands-on projects
- Professional reports
- Lab Tours
Regular Classes

- Introductory lecture
- Engineering Graphics
- Linear Programming
- Bridge theory
- Traffic flow theory
- Public transportation
- ...

Field visit trips

- OEMC
- Construction site
- O’Hare airfield
- Architecture tour
PRETRANS Program 2019

The PRETRANS program is designed to motivate and encourage multicultural high-school students to gain exposure to civil/transportation engineering through:

- Regular classes
- Hands-on projects
- Professional lectures
- Lab Tours

Transforming Lives. Inventing the Future. www.iit.edu
Regular Classes

• Introductory lecture
• Engineering graphics
• Engineering materials
• Structure
• Bridge theory
• Public transportation
• ……

Hands-on projects

• Auto CAD
• Bridge Making/Model Making
• Egg Cushion Using Straws
Bridge Modeling

• Use wood sticks and glue
• Test: Load

Egg Protection with Straws

• Make a cushion with straws
• Protect an egg from cracking
• Test: Drop it from a height of 4 ft
Structure Design

- Limited Amount of Materials
- Linguine and Marshmallow
- Test: Last at least 1 min, winner is the highest

Games
Lab Tours

- Material Test Lab
- Architectural Engineering Lab

Professional Lecture
After 2019 ...

• COVID-19
• Less support from IIT

What’s new in 2022

• More support from department
• More support from student organization
Thank you
Spend your summer break at

PreTrans Program @ IIT

Games
Lab Tours
Hands-on Projects
Engineering Training
Free & Fun

About Us
PreTrans is a program to help you learn all about engineering. Students will be exposed to a wide range of Civil and Transportation Engineering through hands-on projects, field trips, professional reports, and regular courses. Promotes the benefit of preparing for college, which is key to a successful college experience.

Sections, Dates, Time
July 18-29, 2022
Monday-Friday
9 a.m.-3 p.m

Location:
Illinois Institute of Technology
3201 S. Dearborn St
Chicago, IL, 60616

Learn More

Sponsored by:

ASCE
American Society of Civil Engineers

IIT Armour College of Engineering
ILLINOIS INSTITUTE OF TECHNOLOGY
AGENDA ITEM #5 – OLD BUSINESS

SUPPORTING DOCUMENTATION
Memorandum of Understanding (MOU)

Authorizing the Creation of the Illinois Utility Engineering & Surveying Institute Chapter of ASCE

The Utility Engineering & Surveying Institute (UESI) of ASCE and the Illinois Section/Branch of ASCE agree to this MOU authorizing the creation of the Illinois UESI Chapter for the purpose of advancing the utility and surveying industry through a collaborative and a mutually beneficial affiliation.

The Utility Engineering & Surveying Institute shall:

- Authorize the Illinois Section/Branch to use the UESI registered mark with the name Illinois UESI Chapter.
- Provide a link to the UESI Chapter website on the UESI website.
- Post events and meetings of the UESI Chapter on the UESI website based on information provided by the UESI Chapter.
- Inform UESI Chapter about other Chapter meetings.

The Illinois Section/Branch will create the Illinois UESI Chapter, which shall:

- Advance the utility and surveying industry in a manner consistent with the purpose of the American Society of Civil Engineers and the Utility Engineering & Surveying Institute.
- Promptly begin to organize and plan meetings and events.
- Have its membership open to all members of the American Society of Civil Engineers or UESI who subscribe to the rules of the Illinois UESI Chapter and who have satisfied current dues requirements of the Section/Branch or the Illinois UESI Chapter and who are residents or employed within the Section/Branch area.
- Use of the UESI logo on all Chapter correspondence in accordance with UESI guidelines and standards.

This MOU shall remain in effect indefinitely or may be terminated, in writing, by any of the parties at any time.

ASCE Illinois Section/Branch
Name/Title of Authorized Representative Andrew D. Walton / President, 2021-2022
Signature Andrew D. Walton
Date: April 4, 2022

ASCE Illinois Section/Branch Utility & Surveying Group
Name/Title of Authorized Representative Steven M. Rienks / Chair
Signature Steven M. Rienks
Date: March 28, 2022

Utility Engineering & Surveying Institute of ASCE
By: Title Date:
Article 1. Name and Objectives

Section 1.01 Name: The name of this organization shall be: “The Utility Engineering & Surveying Institute Chapter of the Illinois Section of the American Society of Civil Engineers” (hereinafter referred to as the “UESI IS-ASCE”).

Section 1.02 Objective: The objective of UESI IS-ASCE shall be the advancement of the science and profession of Civil Engineering in a manner consistent with the purpose of the American Society of Civil Engineers and the Utility Engineering & Surveying Institute of the American Society of Civil Engineers. UESI IS-ASCE shall also seek to enhance the technical and professional development of Civil Engineers.

Section 1.03 Authority: The activities and actions of UESI IS-ASCE shall be consistent with the provisions as set forth in the Constitution and Bylaws of the Illinois Section of the American Society of Civil Engineers.

Article 2. Membership

Section 2.01 Members: As used in the Bylaws of UESI IS-ASCE, the term "Member" shall include any ASCE Member, Associate Member, Affiliate Member, Fellow or Life member.

Section 2.02 Subscribing Members: Only Members who are current members in good standing of the Illinois Section of the American Society of Civil Engineers shall be entitled to vote, hold office, serve on committees, or officially represent UESI IS-ASCE.

Section 2.03 Rights of Members: All members shall have equal rights and privileges, except as provided elsewhere in the Bylaws of UESI IS-ASCE.

Article 3. Dues

Section 3.01 Financing: UESI IS-ASCE shall be financed by its own activities. UESI IS-ASCE may accept funding from the Illinois Section of the American Society of Civil Engineers, corporate sponsorship, or other funding sources as approved by UESI IS-ASCE Board of Directors and deemed in-line with the American Society of Civil Engineer’s policies and procedures.

Section 3.02 Member Dues: There shall be no additional annual dues for UESI IS-ASCE membership.

Article 4. Board of Directors

Section 4.01 Executive Board: There shall be an Executive Board whose voting members shall be the officers of UESI IS-ASCE.

Section 4.02 Officers: The officers of the Executive Board shall consist of a Secretary, Treasurer, Vice Chair, Chair, and Past Chair.
Section 4.03 Terms of Executive Board: Each Executive Board Member shall be appointed in accordance with Article 6 of these bylaws. Executive board succession shall follow the order listed in Section 4.02. Terms shall begin at the close of the Annual Meeting.

Section 4.04 Board of Directors: The Board of Directors shall consist of the Executive Board Members and Appointed Directors. A quorum of the Board of Directors shall be a minimum of three Board Members, which shall include a minimum of two Executive Board Members.

Section 4.05 Voting: Each member of the Board of Directors shall have a single vote on all matters of business conducted on behalf of UESI IS-ASCE. Only current UESI IS-ASCE Board of Directors shall receive a vote. A majority shall be required to pass any motion.

Section 4.06 Directors-at-Large: A maximum of two Directors-at-Large shall be appointed to serve two-year terms by the Chair pending approval by a majority vote of the current Board of Directors. The first Directors-at-Large position shall be filled to serve a term beginning in an even year and the second Directors-at-Large position shall be filled to serve a term beginning in an odd year. A Director-at-Large is a full voting member of the Board of Directors.

Section 4.07 Vacancies: A vacancy in the office of any Board of Director positions shall be filled for the unexpired term by appointment by UESI IS-ASCE Board of Directors, as necessary, and the individual so appointed shall hold office for the remainder of the unexpired term. If UESI IS-ASCE Board of Directors is unable to appoint a replacement for a mandatory Board of Director position, then a call for applications shall be issued in the monthly newsletter and the vacant position filled in accordance with Article 6.

Article 5. Duties

Section 5.01 Chair: It shall be the duty of the Chair to serve on and preside over UESI IS-ASCE Board of Directors meetings. It shall also be the duty of the Chair to coordinate and oversee the UESI IS-ASCE activities, to preside at all meetings of UESI IS-ASCE, to keep the Illinois Section informed of UESI IS-ASCE’s activities, to represent UESI IS-ASCE at Illinois Section meetings, to represent the Chapter at National UESI IS-ASCE events, and such other duties as are customary and proper for such office. The Chair shall report to the Section/Branch annually. It shall also be the duty of the Chair to prepare the Annual Report on behalf of UESI IS-ASCE and submit to the ASCE Illinois Section Board of Directors prior to completing his/her term in office.
Section 5.02 Vice Chair: It shall be the duty of the Vice Chair to serve on UESI IS-ASCE Board of Directors and perform all the duties as required during an absence of the Chair. The Vice Chair shall also provide general assistance to the Chair however needed. The Vice Chair shall also serve as the Programs Director. It shall be the duty of the Programs Director to coordinate and organize the events throughout the course of the fiscal year. The Vice Chair shall preside over the Programs Committee. The Programs Director shall delegate tasks as appropriate to the Assistant Programs Director and the Programs Committee.

Section 5.03 Treasurer: It shall be the duty of the Treasurer to serve on UESI IS-ASCE Board of Directors and to manage UESI IS-ASCE’s funds. This will include: (1) developing the fiscal year budget; (2) distributing funds for approved expenditures; (3) preparing periodic financial reports to UESI IS-ASCE Board of Directors; (4) keeping and maintaining detailed accounting records; and (5) providing transactional tax information to the Illinois Section of the American Society of Civil Engineers when requested.

Section 5.04 Secretary: It shall be the duty of the Secretary to serve on UESI IS-ASCE Board of Directors and record minutes at the member meetings as well as UESI IS-ASCE Board of Directors meetings and the Annual Meeting.

Section 5.05 Past Chair: It shall be the duty of the Past Chair to serve on UESI IS-ASCE Board of Directors. It shall also be the duty of the Chair to provide guidance and recommendations to UESI IS-ASCE Board of Directors. Additional duties listed in Section 6.03.

Section 5.06 Director of Marketing and Communications: It shall be the duty of the Director of Marketing and Communications to serve on UESI IS-ASCE Board of Directors. It shall also be the duty of the Director of Marketing and Communications to manage and maintain membership data and distribute announcements to UESI IS-ASCE membership for all member meetings, the annual meeting, and any other information as directed by UESI IS-ASCE Board of Directors. In the event that the Director of Marketing and Communications chair position is not filled, these responsibilities shall fall upon the Secretary.

Section 5.07 Other Directors: UESI IS-ASCE Board of Directors may establish or dissolve any additional Director positions as needed. Other Directors shall serve as a voting member of UESI IS-ASCE Board of Directors and shall carry out duties as defined by UESI IS-ASCE Board of Directors.

Section 5.08 Members-at-Large: It shall be the duty of the Directors-at-Large to serve on UESI IS-ASCE Board of Directors. Directors-at-Large represent the best interests of UESI IS-ASCE as a member of the Board. Directors-at-Large help monitor and steer UESI IS-ASCE toward its goals. Directors-at-Large may also serve on Board committees, task committees, and/or in other roles as assigned.
Article 6. Appointment of Officers/Directors

Section 6.01 Appointed Directors: Appointed Directors in good standing can be reappointed for the next fiscal year.

Section 6.02 Executive Board Eligibility: Only members who are in good standing year shall be eligible to hold an officer position. Members must have been on the Board of Directors in the prior term to be eligible to hold an officer position. Appointed Directors in good standing shall have the option to fill open Executive Board positions for the next fiscal year. When more than one Appointed Director applies for an open position then the position will be filled by a majority vote of the Board of Directors.

Section 6.03 Call for Applications: The Past Chair shall issue a call for applications to fill open Executive Board Member and Director Positions. It shall be announced to UESI IS-ASCE membership a minimum of 21 days prior to the Annual Meeting. A valid application by a subscribing member will include a one (1) page statement of interest accompanied by a resume. The initial Board of Directors shall be appointed by the Board of Directors of the Illinois Section of the American Society of Civil Engineers and Directors shall serve a term of one year or until the 1st Annual meeting whichever event shall occur first.

Section 6.04 Selection: The Board of Directors shall review the applications for open positions and select a maximum of two applicants per position 7 days prior to the annual meeting.

Section 6.05 Election: Each selected applicant shall prepare a maximum 3-minute presentation of their qualifications for the open position. Subscribing members present at the Annual Meeting shall appoint the applicant to the open position by majority vote via secret ballot. Prior to voting, the Board will approve voting procedures presented by the Chair.

Article 7. Activities and Meetings

Section 7.01 Annual Meeting: The Annual Meeting shall be held on or before the second Wednesday in September at a place designated by UESI IS-ASCE Executive Board.

Section 7.02 Other Activities: Special meetings, field trips, and activities of UESI IS-ASCE shall be held at such times and places as designated by UESI IS-ASCE Board of Directors.

Section 7.03 Luncheons: Luncheons shall be held at regular intervals for the purpose of promoting the engineering profession. A minimum of two (2) presentations shall be hosted by UESI IS-ASCE each year.
Article 8. Committees
Section 8.01 Standing Committees: UESI IS-ASCE shall have a Programs Committee as needed.
(a) Programs Committee: The committee shall assist the Programs Director. Duties shall include but not be limited to soliciting speakers for luncheons, preparing luncheon materials, and assisting during luncheons.

Section 8.02 Task Committees: The Chair may establish such other committees as needed. Examples of such include: Technical, Tours, Conference, etc.

Section 8.03 Limitations: No individual may serve on more than three UESI IS-ASCE committees concurrently except for the Chair(s), who will serve as ex officio member(s) of all UESI IS-ASCE committees.

Article 9. Administrative Provisions
Section 9.01 No part of the net earnings of UESI IS-ASCE shall insure to the benefit of any private shareholder or individual and no substantial part of the activities of UESI IS-ASCE shall be carrying on propaganda or otherwise attempting to influence legislation. UESI IS-ASCE shall not participate or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

Section 9.02 Upon dissolution of UESI IS-ASCE, the assets remaining after the payment of the debts of UESI IS-ASCE shall be distributed to the Illinois Section of the American Society of Civil Engineers.

Section 9.03 Meetings of UESI IS-ASCE Board of Directors shall be governed by the current version of Robert’s Rules of Order, except as modified herein.

Section 9.04 A member of the Board of Directors may be removed by a two-thirds majority vote of the board of directors following notification by Chair of failure to perform their duties specified within these Bylaws.

Article 10. Amendments
Section 10.01 Proposal: An amendment to these Bylaws may be proposed by the Chair(s), any member of the Executive Board, or by a written petition submitted to UESI IS-ASCE Secretary, containing the text of the amendment, signed by not less than ten (10) Members of UESI IS-ASCE. Proposed Amendments shall be advertised in UESI monthly newsletter for a comment period of not less than 30 days prior to final review and ratification.

Section 10.02 Process: These Bylaws shall be amended by an affirmative vote of no less than by a two-thirds vote of all eligible members attending the annual meeting.
Best Practices Information Request Form

Sections and Branches

The Leader Training Committee (LTC) is continuously expanding their Best Practices Guide to document successful activities and practices in our Sections and Branches. Please use this form (MS Word Format) to document your Region’s successful activity so we can share it with other leaders. We strongly encourage you to attach relevant graphics and photos (either embedded in the MS Word document or attachments as PDF, jpg, tif, or other formats). We will incorporate the new Best Practice in the Guide and post to the web site. Please return your completed form to Tony Akel at takel@akeleng.com, or Nancy Berson at nberson@asce.org.

<table>
<thead>
<tr>
<th>PROJECT TITLE</th>
<th>Interactive Awards E-Book Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Section/Branch</td>
<td>Illinois Section</td>
</tr>
<tr>
<td>2. Project Contact</td>
<td>Name: Kris Salvatera</td>
</tr>
<tr>
<td>3. Project Category</td>
<td>Communications</td>
</tr>
<tr>
<td>4. Project Description</td>
<td>Every year, the Illinois Section draws more than 400 members at our Annual Awards Dinner. This is the biggest event of the year within our Section which highlights membership achievements and Illinois Section’s initiatives for the upcoming year. Due to the Covid-19 pandemic, the Illinois Section was unable to host their in-person Annual Awards Dinner the past year. However, it was the Section’s desire to capture the spirit of Annual Awards Dinner through a virtual program and still recognize the achievements of our members throughout the year. The solution the Section decided was an interactive E-Book Awards Program that would be easy to follow through a web browser or mobile device. The E-Book would include Section initiatives, embedded pre-recorded videos, and individual membership highlights. The Section used <a href="https://bookcreator.com/">https://bookcreator.com/</a> For the E-book creation.</td>
</tr>
<tr>
<td>5. The Process (What you did, When and How)</td>
<td>The Illinois Section plans the Annual Awards Dinner 12-months in advance and has a specific project timeline such as securing a venue, an awards selection process, and sponsorships. Once it was clear the Annual Award Dinner would be restricted from being an in-person event due to the Covid-19 pandemic, the program shifted to a virtual setting.</td>
</tr>
</tbody>
</table>
The Section wanted to keep the essence of the Awards Virtual Program as we do for the in-person Annual Dinner. This included but not limited to: the swearing in of new board members, informing members of the President initiatives, and highlighting our project and individual award members.

Some options that were considered was a smaller recorded or livestream dinner event, a live-stream of just the Board Members speeches, and the standard publication of the Awards Program booklet in pdf form.

<table>
<thead>
<tr>
<th>6. Those in Charge</th>
<th>Two (2) committees plan the Annual Dinner Committee and the Awards Committee. Both committees worked together to create the E-Book.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Committee, Task</td>
<td></td>
</tr>
<tr>
<td>Committee, Etc.)</td>
<td></td>
</tr>
<tr>
<td>7. Time Frame</td>
<td>See attached “Task Tracker” for a sample of the project timeline that was used for this project. Lessons learned with scheduling is to allow enough time to retrieve any information needed as well as time for reviews.</td>
</tr>
<tr>
<td>(When Started,</td>
<td></td>
</tr>
<tr>
<td>When Completed)</td>
<td></td>
</tr>
<tr>
<td>8. Success Factors</td>
<td>The final product is a virtual e-book that you can view from a computer or a mobile device. Viewers can easily change pages, click links, and play videos from the e-book.</td>
</tr>
<tr>
<td>(The Parts that</td>
<td>Overall, the Awards E-Book Program provided a fun, interactive, and personal creative touch for our event that could no longer be hosted in</td>
</tr>
<tr>
<td>Worked Really</td>
<td></td>
</tr>
<tr>
<td>Well)</td>
<td></td>
</tr>
<tr>
<td>9. Setback Factors</td>
<td><a href="https://bookcreator.com/">https://bookcreator.com/</a> can have limited functions and design creativity, so it can be a challenge to make specific designs/layouts. No major setbacks except planning to follow a timeline if multiple people are working on the project.</td>
</tr>
<tr>
<td>(The Parts that</td>
<td></td>
</tr>
<tr>
<td>did Not Work Well)</td>
<td></td>
</tr>
<tr>
<td>10. Creativity</td>
<td><a href="https://bookcreator.com/">https://bookcreator.com/</a> is free and has a variety of features to organize, create, and design your virtual book. In addition, you can embed links, pictures and videos into the book that gives it a creative touch.</td>
</tr>
<tr>
<td>(This is something</td>
<td>We also hired a professional videographer to capture member speeches from our Board Members and Award winners’ acceptance speeches. The Videographers produced high quality, story-telling videos to be embedded within the E-book. Including videos presented a more intimate atmosphere in a virtual setting.</td>
</tr>
<tr>
<td>off the wall that</td>
<td></td>
</tr>
<tr>
<td>we did)</td>
<td></td>
</tr>
<tr>
<td>11. Administration</td>
<td>Creating a project timeline and hitting submittal dates were important as we had a final target date of publishing the Awards E-Book which coincided with the same time our in-person annual dinner would have been hosted.</td>
</tr>
<tr>
<td>(What was most</td>
<td></td>
</tr>
<tr>
<td>Important)</td>
<td></td>
</tr>
<tr>
<td>12. Follow-Up</td>
<td><a href="https://bookcreator.com/">https://bookcreator.com/</a> has an analytical feature that shows how many and where people are viewing the E-Book. This provides data to see if people are opening and viewing the program.</td>
</tr>
<tr>
<td>(What was most</td>
<td>Verbal feedback from members was also important to see if the E-book needed improvements or worth the effort for future events/programs.</td>
</tr>
<tr>
<td>important?)</td>
<td></td>
</tr>
<tr>
<td>13. Recommendations</td>
<td>We recommend creating a project timeline and storyboard for your e-book project. This helps to plan and organize all the information needed to be included in the e-book. We also recommend trying to keep text simple and pages minimum to make it easy for the viewers to read.</td>
</tr>
<tr>
<td>(What you should</td>
<td></td>
</tr>
<tr>
<td>ALWAYS do with</td>
<td></td>
</tr>
<tr>
<td>this project?)</td>
<td></td>
</tr>
</tbody>
</table>
### 14. Cautions
(Recommendation What you should NEVER do with this project?)

It is important to note that [https://bookcreator.com/](https://bookcreator.com/) is a free website and is intended for teachers and students. While the Section had no issues for using it for our organization, there is a possibility the website host may notice we did not use it specifically for students.

### 15. The Outcome

Overall, the Awards E-Book Program provided a fun, interactive, and personal creative touch that made it easy and fun for viewers to read.

### 16. Ongoing Activity
(Would you do it again?)

Yes, in the scenario an in-person awards event would be restricted. The Section has also used the E-book for smaller events such as our President Elect/Scholarship Dinner Program.

### 17. Speaker Contact Information
(person from your Region who would be willing to speak about the Best Practice)

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kris Salvatera</td>
<td>550 W Jackson Blvd #600, Chicago, IL 60661</td>
<td>312-242-6362</td>
<td><a href="mailto:ksalvatera@primeraeng.com">ksalvatera@primeraeng.com</a></td>
</tr>
</tbody>
</table>

### 18. Additional Comments
(We strongly recommend attaching relevant photos and graphics)

The 2021 ASCE Illinois Section Annual Awards Program E-Book can be viewed online at the link below.

2021 ASCE Illinois Section Annual Awards Program E-Book

[https://read.bookcreator.com/nyM9I5oMWYg77bs9gMuTHDDudAo2/mveuDKcuRbKBXDaMaiEs7g](https://read.bookcreator.com/nyM9I5oMWYg77bs9gMuTHDDudAo2/mveuDKcuRbKBXDaMaiEs7g)

Please see below for the attached “Task Tracker” and select screenshots of the 2021 E-Book.
## Task Tracker

### ASCE 2021 Awards Program

<table>
<thead>
<tr>
<th>Task Title</th>
<th>Status</th>
<th>Priority</th>
<th>Due Date</th>
<th>Responsibility</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notify Award Winners</td>
<td>D</td>
<td></td>
<td>9/17/2021</td>
<td>SH</td>
<td></td>
</tr>
<tr>
<td>Award Winner Information Due</td>
<td>D</td>
<td></td>
<td>9/3/2021</td>
<td>SH</td>
<td></td>
</tr>
<tr>
<td>Press Release</td>
<td>D</td>
<td></td>
<td>9/22/2021</td>
<td>SH</td>
<td></td>
</tr>
<tr>
<td>Videographer Contract</td>
<td>D</td>
<td></td>
<td>10/7/2021</td>
<td>KS</td>
<td></td>
</tr>
<tr>
<td>Order Plaques</td>
<td>D</td>
<td></td>
<td>10/8/2021</td>
<td>SH</td>
<td></td>
</tr>
<tr>
<td>Notify winners and send Videographer Covid Forms</td>
<td>D</td>
<td></td>
<td>10/13/2021</td>
<td>SH</td>
<td></td>
</tr>
<tr>
<td>Request Award Winner Video Testimonials (Individual)</td>
<td>D</td>
<td></td>
<td>10/29/2021</td>
<td>All</td>
<td></td>
</tr>
<tr>
<td>Provide Forms to Video One</td>
<td>D</td>
<td></td>
<td>ongoing</td>
<td>ZP or AMJ</td>
<td></td>
</tr>
<tr>
<td>Verify and provide ASCE plaques to Video One</td>
<td>D</td>
<td></td>
<td>10/19/2021</td>
<td>AMJ</td>
<td></td>
</tr>
<tr>
<td>Provide Andy Script of Awards Criteria and Winners</td>
<td>D</td>
<td></td>
<td>10/19/2021</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provide Program Slides to Winners for Review</td>
<td>D</td>
<td></td>
<td>11/1/2021</td>
<td>ZP</td>
<td></td>
</tr>
<tr>
<td>Social media post - include pics from filming and build anticipation (Sarah O)</td>
<td>D</td>
<td></td>
<td>ongoing</td>
<td>AMJ / SD</td>
<td></td>
</tr>
<tr>
<td>Review incoming ASCE National President’s video to determine if edits are needed</td>
<td>D</td>
<td></td>
<td>11/5/2021</td>
<td>KS / AMJ</td>
<td></td>
</tr>
<tr>
<td>Prepare Outgoing President Speech Slides to include incoming board members (need new directors headshots, verify Brian’s speech for order) and pictures from 2020 ASCE events</td>
<td>D</td>
<td></td>
<td>11/8/2021</td>
<td>SH / AMJ</td>
<td></td>
</tr>
<tr>
<td>Provide Program Slides (winners and outgoing president), and Project Pics and Videos to Video One</td>
<td>D</td>
<td></td>
<td>11/8/2021</td>
<td>ZP</td>
<td></td>
</tr>
<tr>
<td>Award Winner Video Testimonials Due - KS</td>
<td>D</td>
<td></td>
<td>11/9/2021</td>
<td>ZP / AMJ</td>
<td></td>
</tr>
<tr>
<td>Video Filming Complete</td>
<td>D</td>
<td></td>
<td>11/12/2021</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Review Draft Videos</td>
<td>D</td>
<td></td>
<td>11/12/2021</td>
<td></td>
<td>All</td>
</tr>
<tr>
<td>Finalize program (pdf) to recognize winners, life members, national and other ASCE Awards and send to Kris</td>
<td>D</td>
<td></td>
<td>11/17/2021</td>
<td>SH</td>
<td></td>
</tr>
<tr>
<td>Review Final Videos</td>
<td>D</td>
<td></td>
<td>11/17/2021</td>
<td></td>
<td>All</td>
</tr>
<tr>
<td>Finalize e-book to recognize winners with video link, life members, national and other ASCE Awards</td>
<td>D</td>
<td></td>
<td>11/22/2021</td>
<td>KS / SH</td>
<td></td>
</tr>
<tr>
<td>Publish Ebook, Program and Testimonial Videos (?) to ASCE Website</td>
<td>D</td>
<td></td>
<td>11/22/2021</td>
<td>SH</td>
<td></td>
</tr>
<tr>
<td>Coordinate Ebook and program with ASCE IS Social Media Chair - SD</td>
<td>D</td>
<td></td>
<td>11/22/2021</td>
<td>SD / AMJ</td>
<td></td>
</tr>
<tr>
<td>Send Videos to Winners including CDOT Public Relations Officer</td>
<td>D</td>
<td></td>
<td>11/22/2021</td>
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<td>Print program and mail to winners and lifetime members (verify LM)</td>
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Best Practices Guide

https://read.bookcreator.com/nyM9ISoMWYg77bs9gMuTHDDudAo2/mveuDkcuRbKBXDaMaiEs7g
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<tr>
<td>Verify and provide ASCE plaques to Video One</td>
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<td></td>
<td>10/18/2021</td>
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<td>Provide Andy Script of Awards Criteria and Winners</td>
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<td>10/16/2021</td>
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<td>Provide Program Slides to Winners for Review</td>
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<td></td>
<td>11/1/2021</td>
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<td>Prepare Outgoing President Speech Slides to include incoming board members (need new directors headshots, verify Brian's speech for order) and pictures from 2020 ASCE events</td>
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<td>11/8/2021</td>
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<td>Finalize program (pdf) to recognize winners, life members, national and other ASCE Awards and send to Kris</td>
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<td>Publish Ebook, Program and Testimonial Videos (7) to ASCE Website</td>
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<td>Coordinate Ebook and program with ASCE IS Social Media Chair - SD</td>
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<td>11/22/2021</td>
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<td>Send Videos to Winners including CDOT Public Relations Officer</td>
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<td>Print program and mail to winners and lifetime members (verify LM)</td>
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Thank you for attending the ASCE 2022 Report Card for Illinois Infrastructure Launch Celebration!

On behalf of the Illinois Section of the American Society of Engineers, thank you for joining us as we celebrated the ASCE 2022 Report Card for Illinois Infrastructure Launch!

A sincere thank you to our special guests and speakers IDOT Secretary Omer Osman, Senator Ram Villivalam, Senator Donald DeWitte, CCDOTH Commissioner Jennifer "Sis" Killen, MWRD Commissioner Mariyana Spyropoulos, and IIPD Executive Director Erik Varela for sharing your agency’s remarks with us. We appreciate your partnership and participation.
If you would like to learn more about the report card or view the entire report, please visit the [2022 Report Card for Illinois' Infrastructure website](#).

If you would like to view photos from the event, please visit our [event photo gallery](#).

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Thank you to our gold and silver event sponsors for your support!

**Gold Sponsors:**

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- Orion Engineers
- Stantec
- Tecma Associates, Inc.
- Thomas Engineering Group
Regards,
-Illinois Section of the American Society of Civil Engineers

www.isasce.org | illinoissection@isasce.org | (630) 443-8145
Congratulations to the Illinois Section of ASCE on a job well done at the 2022 Illinois Infrastructure Report Card Launch!

The event garnered significant media coverage that crossed all forms of print, broadcast and radio. The following “In Case You Missed It” summary provides easy access to media mentions. We will continue to monitor as the report card traction grows.

Thanks again for your partnership,
The Morreale Team
Illinois’ roads, bridges and water systems remain subpar, but state and federal funding offer optimism

Published Apr 28, 2022 by Clare Spaulding

The number of Illinois bridges in poor condition has increased over the last four years and a quarter of the state’s water lines are tainted by lead, according to the latest infrastructure report card from the Illinois Section of the American Society of Civil Engineers.

But despite the state’s third consecutive below-average overall grade of C-minus in the quadrennial report, massive investments from the state and federal governments led the authors to conclude that “fortunately, the future is bright.”

“This report card demonstrates how proper and consistent funding can produce more jobs, safer communities and put more money back in taxpayers’ wallets,” said Andrew Walton, president of engineering group’s Illinois section, in a news conference at Union Station. “These investments will also help Illinois capitalize on our geographical advantage, which in turn will create and promote growth for our state’s economy and citizens.”

The engineering group completes similar report cards for 36 states, and Illinois was one of 15 to get an overall grade of C-minus, with six other states getting a D-plus or worse.

Across 11 infrastructure categories, the state maintained or improved its ranking in all but one category, its drinking water score, which fell to a poor rating. The report introduced a grade for stormwater infrastructure for the first time, assigning Illinois a poor grade because of its aging and undersized system.

The report found 2,405 bridges in Illinois to be in poor condition, up from 2,303 bridges in the 2018 report. The analysis notes that 70% of Illinois bridges in poor condition are owned by municipalities and counties, suggesting a need to address the backlog in local maintenance.

Already in the works is a $1.2 billion reconstruction of bridges and roads in a 12- or 13-mile stretch of Interstate 80, from a couple miles west of the Interstate 55 interchange, all the way to the Des Plaines River, said Illinois Transportation Secretary Omer Osman. A project like that will increase the standards of several bridges and roads, extending their life expectancies by “hundreds of years,” Osman said.

“Progress does not happen overnight,” Osman said. “We are on our way, not only to keep improving infrastructure, but also to invest public resources where they do the most good.”

The number of state-maintained highways in excellent condition rose 5.2% in 2020 compared to the previous year, but 18.6% of highways were rated poor, according to the report. Also, congestion around the Chicago area still makes trips about one-third longer during peak travel times.
The state’s water infrastructure remains one of the biggest problems. More than 1 million of the state’s 4 million drinking water service lines have been flagged for containing levels of lead or lead solder, according to the report, one of the largest shares of lead service pipelines in the nation.

“We have a lead problem, a lead service pipe problem,” said Patrick Lach, lead author of the report. “That is a major safety issue that we are concerned about with our citizens who have those service lines.”

A federal investment of $288 million this year, solely to improve Illinois’ water infrastructure, should help propel the state’s replacement of lead service lines, the report said. That must be coupled with workforce development, especially for water treatment operators, it said.

Gov. J.B. Pritzker’s “Rebuild Illinois” plan, an ongoing six-year, $45 billion effort to improve state roads, bridges, rails and public buildings, along with the state’s allotment from the $1 trillion federal infrastructure plan President Joe Biden signed into law in November, signal a “new era” for Illinois infrastructure, Walton said.

Rebuild Illinois, from 2019, invests $25.3 billion over six years into upgrading the state’s roads and bridges. That includes $561 million for reconstructing the Interstate 190 Kennedy Expressway near O’Hare and $25.4 million to improve the bridge under the Old Post Office.

Illinois is also slated to receive nearly $1.4 billion in federal funding over five years to upgrade its deteriorating bridges. That’s only a portion of the expected total of more than $17 billion the state can expect for infrastructure improvements.

The earmarked investments ensure money will continue flowing into the state’s infrastructure for the next several years, but experts urged officials to look beyond the current investments to assess how to ensure sustained revenues to maintain roads.

Revenues from fuel taxes are expected to fall, both in the short term with Pritzker’s six-month freeze on the gas tax, as well as in the future as the auto industry is shifting toward electric vehicles, according to the report.

Despite the stagnant overall grade, state Sen. Don DeWitte, a St. Charles Republican and minority spokesperson on the Senate Transportation Committee, said “the needle is moving up.”

“These investments are showing positive progress in the areas of roads, bridges, air and rail systems in Illinois that not only bring these long-delayed improvements into safer states of good repair, but will maintain these foundational infrastructure investments for further expansion and system upgrades, to maintain Illinois’ status as the transportation hub of the nation,” DeWitte said.
Bad roads, bad pipes, bad water: Engineers ding Illinois infrastructure

Published Apr 27, 2022 by GREG HINZ

Though Illinois is starting to make some progress tackling its infrastructure woes, the state overall gets the same mediocre C- rating it had four years ago.

So says the Illinois Section of the American Society of Civil Engineers, which today released its quadrennial take on what needs to be done in a state that likes to pitch itself as the transportation center of the midcontinent.

The society concluded that, with new state and federal funds beginning to trickle in, some progress has been made since 2018.

For instance, the ratings on conditions of roads and transit moved up from D to D+, still considered poor but nonetheless an improvement.

“We’re headed in the right direction,” said Andrew Walton, president of the society's Illinois section. “Measurable improvements take time, and we are on a positive path toward achieving great improvements in the future.”

Also rising a notch were the conditions on dams and inland waterways, rated C+ and D, respectively.

But the state’s overall rating remained at C- because the group added a new category on which Illinois fared very low—handling of stormwater, rated D.

“Prioritizing additional funding for aging stormwater infrastructure is needed to keep up with increasing rainfall trends from climate change,” Walton said.

Related drinking water infrastructure also is aging faster than it’s being fixed, the group said, a reason why the state’s grade for drinking water slipped from C- to D+.

The report noted that Illinois has one of the largest shares of lead pipes in the country.

“While efforts from Congress and the Illinois Environmental Protection Agency are addressing those service lines to protect residents, grant programs must be accelerated to improve conditions at a faster pace.”

Readership: 662,365
Sentiment: neutral
*** UPDATED x1 *** Despite some progress, Illinois is still a long way from having decent infrastructure

Published Apr 29, 2022 by Rich Miller

Readership 41,751
Sentiment neutral

Gil Villegas sits in on the Juice week-in-review livestream

Published Apr 29, 2022 by Crain's Chicago Business

Bad roads, bad pipes, bad water: Engineers ding Illinois infrastructure. Despite improvements, a group grades the condition of the state's roads, transit, waterways and more at C-, the same as four years ago.

Readership 662,365
Sentiment negative

Lightfoot’s close to announcing reelection bid—POLITICO – POLITICO

Published Apr 29, 2022 by working4ilcaucus

Report Card: Illinois' roads, bridges and water systems remain subpar, but state and federal funding offer optimism, by Tribune’s Clare Spaulding.

Readership 1,569
Sentiment neutral
217 Today: Performance at Krannert this weekend pays tribute to civil rights movement through jazz - Illinois Newsroom

Published Apr 29, 2022 by @IllinoisNewsroom

Today's headlines:

- A new “report card” from the American Society of Civil Engineers has rated Illinois’ infrastructure a C-minus, and calls it “mediocre and in need of attention.”

Readership 19,274
Sentiment neutral

View full article analysis

WTTW (PBS)

Chicago Tonight

Published Apr 28, 2022 by WTTW

Click link to view full media clip.

The final grades are in, and Illinois gets a C-minus for its infrastructure.

That’s according to the Illinois Section of the American Society of Civil Engineers. The group graded the state on everything from roads to drinking water.

The last time the report was released was 2018, and Illinois was handed the same score. However, there were some improvements. Roads and transit went from a D to D-plus, dams went from C to C-plus and inland waterways from D-minus to D.

“We’ve seen significant investment through the Rebuild Illinois Capital Plan and also in the federal infrastructure investment jobs, which led to some significant investment here in Illinois,” said Andrew Walton, president of the Illinois Section of the American Society of Civil Engineers.

Erik Varela, executive director of the Illinois International Port District, credits the improved grade in inland waterways to some of that funding.

“For 70 years, Illinois International Port District has been moving the commodities and bringing these commodities and building the infrastructure: the cement, the steel, the iron, the sand—all those things that we need to improve the infrastructure come through the port,” Varela said.
The state of Illinois has been graded a C- minus for the state of its infrastructure, and officials are pushing to change that. NBC 5's Charlie Wojciechowski has more.
WGN

WGN Morning News
Published Apr 29, 2022 by WGN
Click link to view full media clip.

Viewership | Sentiment
--- | ---
149,104 | neutral

View full article analysis

WGN

WGN News at Nine
Published Apr 28, 2022 by WGN
Click link to view full media clip.

Viewership | Sentiment
--- | ---
180,815 | neutral

View full article analysis

WGN

WGN Evening News
Published Apr 28, 2022 by WGN
Click link to view full media clip.

Viewership | Sentiment
--- | ---
86,115 | neutral

View full article analysis

WBBM-AM (Radio)

Radio clip from WBBM-AM (Radio) - Apr 28, 2022
Published Apr 28, 2022 by WBBM
Click link to listen to full media clip.

Viewership | Sentiment
--- | ---
728,600 | neutral
April 29th Evening and Weekend News Coverage
Print, Online and Broadcast News about the release of the 2022 ASCE Infrastructure Report Card for the state of Illinois.

Good afternoon,

Building on strong launch coverage, media continued through the weekend. The following report includes additional coverage. Highlights include additional broadcast mentions, radio segments and online articles.

In addition to the news clips below, there is a notable WBBM news segment (Starting at timestamp 05:08) with Greg Hinz, Columnist for Crain's Chicago Business.

Thanks again for your partnership,
The Morreale Team
US agency gives Illinois C- for its infrastructure

Published Apr 29, 2022 by FOX 32 News

The final grades are in and Illinois is getting a C- for its infrastructure.

The American Society of Civil Engineers graded the state on everything from roads to drinking water.

A C- is the same grade the state received four years ago.

The grades were as follows:

- Roads: D+
- Dams: C+
- Inland waterways: D
- Drinking water: D+
- Overall: C-

The state made improvements to its roads, public transit, dams and inland waterways. However, Illinois' drinking water infrastructure is declining.

The report notes the state has the largest share of lead service pipes in the country.

Readership 1,036,237  Sentiment neutral

View full article analysis

Illinois Still Getting Low Marks On Infrastructure

Published Apr 30, 2022

Even though Illinois is investing more money in its infrastructure, the state still gets low grades in the latest assessment from the American Society of Civil Engineers.

Overall, Illinois gets a C-minus for its maintenance of all infrastructure.

Some of the worst grades come in the areas of drinking water, because of the high number of water service lines around the state that contain harmful lead... and stormwater, with aging storm sewer systems in communities like Springfield being pushed to their limits by the effects of climate change.

Readership 18,030  Sentiment negative
“The Illinois American Society of Civil Engineers unveiled the state’s 2022 Infrastructure Report Card,” which comes out every four years, reports WGN-TV. “Illinois received a ‘C-’ grade, precisely what it was four years ago in 2018 and four years before that in 2014… Are improvements being made? Engineers point to progress in state dams and inland waterways, but Illinois’ drinking water infrastructure grade is declining.”
WMBD (CBS)

**WMBD News at 4pm**

Published Apr 29, 2022 by WMBD

Click link to view full media clip.

Viewership: 11,525  
Sentiment: neutral

View full article analysis

WFLD-CHI (FOX)

**Fox 32 News at 5P**

Published Apr 29, 2022 by WFLD

Click link to view full media clip.

Viewership: 36,586  
Sentiment: neutral

View full article analysis

WYZZ (FOX)

**Fox 9p News**

Published Apr 29, 2022 by WYZZ

Click link to view full media clip.

Viewership: 8,113  
Sentiment: neutral

View full article analysis

You are receiving this newsletter because someone in your organization wants to share company and industry news with you. If you don’t find this newsletter relevant, you can unsubscribe from our newsletters.
AGENDA ITEM #6 – NEW BUSINESS

SUPPORTING DOCUMENTATION
Good Morning Section and Branch Presidents,

Throughout the year we receive questions relating to the duties of the treasurer, audits, accounting requirements, reserve guidance, taxes, and other inquiries relating to your Section and Branch finances.

In order to address these questions and other queries, the Leader Training Committee has scheduled a webinar to provide guidance on these issues.

The two featured speakers will be our CFO, Pete Shavalay, and our Controller, Jennie Grant.

The webinar will take place on May 25 at 2pm EDT. The log-in information is below. Also if you open the attachment, the webinar appointment will populate to your calendar.

Please share this with your Treasurer, Secretary-Treasurer, or other officers who may be interested.

Thank you in advance for your participation.

Nancy

Nancy E. Berson
Director, Global Geographic Services
703-295-6010 (Cell: 571-262-1754)

Please visit the LTC website at http://regions.asce.org/leader-training-committee for all your Region, Section, Branch, and Group resources. Also if you’re interested in a personalized ASCE virtual background, please visit https://www.asce.org/membership/member-benefits/wallpapers

Microsoft Teams meeting
Join on your computer or mobile app
Click here to join the meeting
Or call in (audio only)
+1 571-360-4714,,920327453# United States, Arlington
Phone Conference ID: 920 327 453#
Find a local number | Reset PIN
Dear Andrew,

The time has come for you to help decide ASCE’s future. The ASCE 2022 election opens May 1. All members in good standing at the grade of President Emeritus, Distinguished Member, Fellow, Member, Associate, or Affiliate Member are eligible to vote on who will lead the Society as 2023 president-elect and 2024 president.

Before making your decision, get to know the official nominees by attending one of our president-elect nominee forums. This is your chance to virtually connect with the nominees and ask them questions. The forums, organized via Zoom, will be held on April 26 at 10 a.m. EDT and on April 28 at 8 p.m. EDT. Choose the day and time that suits you, and register online today!

In the coming weeks, you will receive election emails from our election service, Survey and Ballot Systems (SBS). So be sure to add noreply@directvote.net to your approved sender list. You will be able to vote directly from the email, using your ASCE email and password.

Voting will close at 6 p.m. EDT June 1. For more information about the ASCE 2022 election, visit the ASCE website.
The 2022 ASCE election opens Sunday, May 1.

Eligible members will have the opportunity to select the Society’s next president-elect, choosing this year between official nominees Marsia Geldert-Murphey, P.E., F.ASCE, and Peter M. Moore, P.E., ENV SP, LEED AP, F.ASCE, in addition to directors and governors specific to their location.

ASCE’s election provider, Survey and Ballot Systems, will send an email to eligible voters on May 1 announcing the election.

Members will be able to vote at [www.asce.org/VoteNow](http://www.asce.org/VoteNow) using their ASCE username and password. Voting closes at 6 p.m. EDT, Wednesday, June 1. For more information about the 2022 election, including a complete ballot, visit the ASCE website or email Patty Montgomery.

The 2022 ASCE election ballot contains the following official nominees:

**President-elect (select one)**  
Marsia Geldert-Murphey, P.E., F.ASCE
Peter M. Moore, P.E., ENV SP, LEED AP, F.ASCE

**Technical region director (select one)**  
Karen C. Kabbes, P.E., ENV SP, D.WRE, F.ASCE
James N. Marino, P.E., D.CE, M.ASCE

**REGION 1**

Region 1 governor (select two)
Shahin Ariaey-Nejad, P.E., M.ASCE
Brad Summerville, P.E., M.ASCE

**REGION 2**

Region 2 director (select one)
Carol C. Martsolf, P.E., PMP, LEED AP, F.ASCE
Carrie C. Nicholson, P.E., M.ASCE

Region 2 governor (select two)
John Caperilla, EIT, A.M.ASCE

John J. Segna, P.E., BCCE, F.ASCE

**REGION 3**

Region 3 governor (select two)

John C. Lazzara, P.E., ENV SP, M.ASCE

Michael D. Pniewski, P.E., P.S., F.ASCE

**REGION 4**

Region 4 governor (select three)

Kevin Krick, P.E., LEED AP, F.ASCE

David F. Meadows, P.E., P.S., F.ASCE

Jennifer L. Sharkey, P.E., M.ASCE

**REGION 5**

Region 5 governor (select two)

Chris Rader, P.E., ENV SP, M.ASCE

Rebecca Shelton, P.E., F.ASCE

**REGION 6**

Region 6 director (select one)

Sean P. Merrell, P.E., PTOE, F.ASCE

**REGION 7**

Region 7 director (select one)

Erin M. Steever, P.E., M.ASCE

Region 7 governor (select two)

Jenifer J. Bates, P.E., M.ASCE

Elizabeth Staten, P.E., M.ASCE

**REGION 8**

Region 8 governor (select two)

Jaffer Almasawy, P.E., ENV SP, M.ASCE

J. Darren Burton, P.E., M.ASCE

Michael E. Mathieu, P.E., F.ASCE

Bernadette “Bernie” Sison, C.Eng, P.E., M.ASCE

**REGION 9**

Region 9 governor – vacancy 1 (select one)

Susan E. Hida, P.E., M.ASCE

Region 9 governor – vacancy 2 (select one)

Elizabeth Z. Bialek, PE, MASCE
ILLINOIS SECTION
AMERICAN SOCIETY OF CIVIL ENGINEERS
BYLAWS
As revised 06/07/2021

Article I. Management
Section I.01 The Board of Directors shall consist of those as defined by the Constitution.
Section I.02 The Board of Directors shall maintain the Illinois Section Manual of Operations, describing the workings of the Illinois Section, the Board of Directors, and subsidiary organizations. The Board of Directors may employ an Executive Secretary to assist in the dispensation of its duties.

Article II. Officers, Term and Vacancies
Section II.01 The term of office of the Past President, President and President-Elect shall be one year. The term of office for all other Officers shall be two years.
Section II.02 The term of the incoming Officers shall begin at the close of the Annual Meeting.
Section II.03 The President shall not be elected, rather, the President-Elect shall automatically assume the office of the President following completion of his/her term as President-Elect.
Section II.04 A President-Elect shall be elected each year.
Section II.05 Three Directors and the Treasurer shall be elected in each odd-numbered year.
Section II.06 Three Directors and the Secretary shall be elected in each even-numbered year.
Section II.07 No Officer shall serve more than two consecutive terms in the same position.
Section II.08 A vacancy in the office of President shall be filled by the President-Elect. Other Officer vacancies shall be filled by a vote by the Board of Directors. Appointees to such vacancies shall hold office only until the election of a successor at the next regular election.
Section II.09 Any Officer of the Illinois Section who is absent for three consecutive meetings without cause shall be deemed to have resigned.

Article III. Nomination and Election of Officers
Section III.01 Nominating Procedure
(a) The Nominating Committee shall be formed as defined in Article VII.
(b) The Nominating Committee shall make nominations for each elective office due for election in the given year as defined in Article II. No member of the Committee shall be eligible for nomination by the committee.
(c) The Nominating Committee shall be assembled by May 15.
(d) The Committee shall meet and select candidates no later than May 31.
(e) The Committee shall prepare a report to the Board no later than the June board meeting for approval.
(f) The list of Board approved nominees shall be made public by June 30, or three months prior to the Annual Meeting.
(g) Petitions to file additional nominations shall be received by the Secretary no later than July 15, or two months prior to the Annual Meeting; shall be signed by no less than 15 Active Members of the Section; and the proposed nominee shall fulfill the requirements of the position as outlined in the ASCE IL Section Manual of Operations. The Board of Directors shall determine if the petition is valid.

Section III.02 Election Procedure
(a) Should there be no petitions filed for additional nominations by July 15, the Board of Directors shall declare the nominees for the non-contested offices elected.
(b) Should a valid petition for additional nominations be filed and validated, the ballot bearing the names of those nominated for the contested office shall be provided to all Active Members of record not less than 30 days prior to the Annual Meeting.

(c) In order to be valid, ballots received shall be returned to the Secretary. A ballot may be withdrawn by the voter and substituted by another at any time before the polls close as outlined in Section III.02(d).

(d) The polls close at 12:00 Noon on the tenth (10) day preceding the Annual Meeting. The ballots shall be counted by no less than three Tellers appointed by the President. The candidate receiving the largest number of votes shall be declared elected. In case of a tie for any office, the Nominating Committee shall elect the officer from among the tied.

### Article IV. Meetings

Section IV.01 Presence of a majority of the Board of Directors shall constitute a quorum for transacting business at a meeting of the Section.

Section IV.02 Each member of the Board of Directors shall have a single vote on all matters of business conducted on behalf of the Illinois Section. Once quorum has been established, a majority of voting members present at a meeting shall be required to pass any motion except as otherwise prescribed herein.

Section IV.03 All meetings of the Illinois Section shall be governed by Robert’s Rules of Order, Revised, except as provided in the Constitution and Bylaws.

Section IV.04 The Executive Committee has the authority to call Special Meetings as needed to further the goals and objectives of the Illinois Section.

### Article V. Dues and Finances

Section V.01 The annual dues shall be set forth as follows:

(a) Student Member: $00.00
(b) Member: $30.00
(c) Affiliate Member: $30.00
(d) Associate Member: $30.00
(e) Fellow Member: $30.00
(f) Life Member: $00.00
(g) Distinguished Member: $00.00

Section V.02 The Treasurer shall submit a budget to the Board of Directors on or before December 1 of each Calendar year and the budget as approved by the Board shall be available upon request by any Active Member.

### Article VI. Subsidiary Organizations

Section VI.01 Subsidiary organizations may be formed within the Illinois Section to facilitate the carrying out of the objectives of the Illinois Section and/or the Society, to promote interest in the Society, and to provide members of the Section a better opportunity for participation in Illinois Section activities.

Section VI.02 Formation of subsidiary organizations shall be subject to approval of the Illinois Section Board of Directors and Society guidelines. Bylaws of subsidiary organizations shall be approved by the Illinois Section before becoming effective.

Section VI.03 Subsidiary organizations may be, but are not limited to, Branches, Younger Member Forums/Groups, Technical Institutes or Groups. Names of Subsidiary organizations shall be set forth in Policy and Procedures of the American Society of Civil Engineers.

Section VI.04 Any member of the Illinois Section may form a subsidiary organization upon petition to the Board of Directors, signed by twenty other active members. Membership and the right to vote shall be limited to Active Members of the Illinois Section. Persons who are not ASCE members may affiliate with subsidiary organizations and participate in their activities.

Section VI.05 Subject to the approval of the Illinois Section Board of Directors, each subsidiary organization may establish its own separate dues schedule. Any subsidiary organization may maintain a separate treasury, provided that all funds of each subsidiary organization shall be held in one treasury. Subsidiary organizations shall substantiate any request for funds from the Illinois Section Board of Directors.
Section VI.06 Officers and Committee Chairs of subsidiary organizations shall be Active Members of the Illinois Section. Subsidiary Organizations shall be structured as prescribed in their respective bylaws. Elections of office for Subsidiary Organizations shall parallel the elections of the Illinois Section.

Section VI.07 The scope of activities of each subsidiary organization shall be limited to the stated purpose of the organization.

Section VI.08 Each organization shall hold a minimum of six events per year. Any subsidiary organization that does not maintain the minimum activity level for two successive years shall be considered disbanded pending a vote by the Illinois Section Board of Directors. Assets of disbanded subsidiary organization shall be assumed by the Illinois Section.

Section VI.09 An annual report of activities, including a complete financial report, shall be made to the Illinois Section Board of Directors by each Subsidiary Organization, and general reports describing the ongoing activities of the Subsidiary Organization shall be made at each Regular Meeting.

Section VI.10 No public statements or press releases shall be released by the Subsidiary Organization without prior review and approval by the Illinois Section Board of Directors.

Section VI.11 All Subsidiary Organizations shall conform to, and be governed by, the Illinois Section Constitution and Bylaws.

Article VII. Committees

Section VII.01 The Board of Directors shall have an Executive Committee, comprised of the President, President-Elect, Past-President, Secretary, and Treasurer. The Executive Committee shall serve to advise the Board of Directors. The Executive Committee shall be empowered to make time-sensitive decisions that may occur between Regular Meetings, subject to approval by the Illinois Section Board of Directors at the next regularly scheduled meeting.

Section VII.02 The Illinois Section Board of Directors shall have Standing Committees to support ongoing activities of the Illinois Section. Standing Committees may only be formed or dissolved by amendment of these bylaws. The Illinois Section shall have the following standing committees:

(a) Annual Dinner
(b) Communications and Website
(c) Diversity and Inclusion
(d) Engineers without Borders
(e) Finance
(f) Government Relations
(g) Membership
(h) Special Events
(i) Spring Dinner
(j) Student Outreach
(k) Sustainability
(l) Infrastructure Report Card

Section VII.03 The Board of Directors shall have a Nominating Committee to select nominees for each office as prescribed in Article III. The Nominating Committee shall be appointed by the President no later than May 15 of each year.

(a) The Chair of the Nominating Committee shall be the current President as defined in the Constitution.
(b) A Past-President as defined in the Constitution shall be part of the Nominating Committee.
(c) Minimum of two members shall be selected from the list of most recently elected Directors.
(d) Three or more members shall be selected from the Active Members of the Illinois Section, at least one of whom shall be an Associate Member.

Section VII.04 The Board of Directors may have Exploratory Committees, which may be formed and created by majority vote of the Board of Directors. Exploratory committees shall serve to investigate the feasibility of forming a new Subsidiary Organization. The existence of an Exploratory Committee must be reaffirmed annually at the Annual Meeting until such time as it may be dissolved by majority vote of the Illinois Section Board of Directors or converted to a Subsidiary Organization.
Section VII.05 The Illinois Section Board of Directors may have Task Committees, which may be formed and created at the direction of the President or by majority vote of the Illinois Section Board of Directors to serve the immediate needs of the Illinois Section Board of Directors. The purpose of each task committee shall be defined upon creation. The existence of a Task Committee must be reaffirmed annually at the Annual Meeting until such time as it may be dissolved by majority vote of the Illinois Section Board of Directors.

Section VII.06 The general tasks and duties of each committee shall be recorded in an Illinois Section Manual of Operations.

Section VII.07 Each committee shall report to and be responsible to Board of Directors.

Section VII.08 Chairpersons (Chairs) of each Committee shall be Active Members, appointed by the Board of Directors, except as otherwise prescribed herein. Officers may serve as Chairs for the Committees at their sole discretion. The Chair shall hold responsibility for completion of all tasks and duties to fulfill the established goals of the respective committee. The term of office for each Chair shall correspond with the term of office and be subject to the same requirements as that of the Officers, excepting that term limits shall not apply to Chairs.

Section VII.09 Chairs shall have the authority, in consultation with the Officers, to create subcommittees to better dispense of the committees’ duties and select their chairs, subject to the approval of the Board of Directors.

Section VII.10 Committee members should be Active Members. At his/her discretion, the Chair, in consultation with the Officers, may invite a non-Active Member to committee membership, subject to approval by the Board of Directors.

Section VII.11 The President and Executive Secretary shall serve as ex officio members of all committees.

Section VII.12 The Chair may select any number of committee members to assist in the accomplishment of the committee’s goals, except as prescribed herein.

Article VIII. Amendments

These Bylaws may be amended only by the following procedure:

Section VIII.01 A proposed amendment to these Bylaws must be submitted to the Illinois Section Board of Directors in writing.

Section VIII.02 The proposed amendment shall be reviewed by the Illinois Section Board of Directors before being distributed to the Active Membership of the Illinois Section.

Section VIII.03 The proposed amendment shall be distributed to the Active Membership of the Illinois Section who shall be given the opportunity for review. Active Members shall submit any comments or revisions to the Board of Directors in writing within the comment period. The comment period shall be a minimum of thirty (30) days.

Section VIII.04 To become effective, the proposed amendment shall receive an affirmative vote by the majority of the Illinois Section Board of Directors.

Section VIII.05 The approved Bylaws shall be made available to Active Members.
MEMORANDUM

To: Domestic Section Presidents, Treasurers & Secretary-Treasurers

From: Curtis Nunley, CAE, Aff.M.ASCE

Date: April 19, 2022

Subject: Annual Section Dues Collection Program (Fiscal Year 2023) Illinois Section

ASCE invites the Illinois Section to continue participating in the Society collection of section dues, allowing the Illinois Section’s dues to be placed on the Society’s Annual Membership Renewal Notice at no additional cost to the Section.

Section dues remittances will be dispersed to each Section in monthly payments on the second Friday in the month after dues are collected.

Attached is the 2022 Section Dues Price List; it details the dues amounts currently being collected for the Illinois Section and its Branches. If a section or branch dues price change is required, please complete the attached Request Form with a mark-up of the 2022 dues price list and return no later than May 31, 2022.

NOTE: PLEASE FILL OUT THE ATTACHED WORKSHEET, SIGN IT AND RETURN IT EVEN IF THERE ARE NO CHANGES TO THE SECTION DUES PRICING.

Please do not hesitate to contact the Member Services Department at memapp@asce.org, 800-548-2723 ext. 6201 or 703-295-6201 for any assistance regarding these forms.

Administrative Note:

Reminder: SCE prorates all membership dues for new and reinstated members (renewing members pay full price). New members who join after January 31 will pay the prorated price which will calculate to 1/12th of the dues price times the number of remaining months in the year. If the dues price is $12, a member who joins in February will pay $11. ASCE also offers members a monthly installment plan. In this case, section dues are collected and distributed in the amount of 1/12th of the total per month.

It is important to note that the vast majority of Student Members and Life Members do not pay Society dues. As such, it is doubtful that they will pay section dues. Sections are encouraged to avoid charging Student Members and Life Members section dues. It may be better to persuade Life Members to make voluntary contributions.

Attachments: 2023 Request for Section Dues Changes Form
2022 Section Dues Price List
REQUEST FORM
2023 SOCIETY COLLECTION OF SECTION DUES

1. Please complete the questions below and update the attached billing printout if you wish to participate in the service.

2. The _______________________________ Section requests that ASCE Society Headquarters
   
   Begin collecting dues.
   Discontinue collecting dues.
   Continue collecting dues with noted changes.
   Change or add a voluntary contribution.
   No dues changes or updates for the 2023 dues cycle year

3. If you do not currently bill Life Members, would you like ASCE Society Headquarters to bill/invoice Life Members? Yes No (Circle)

4. If you currently bill Life Members, would you like to stop? Yes No (Circle)

5. If you do not currently include a Section Voluntary Contribution, would you like ASCE Society Headquarters to include a Section Voluntary Contribution? Yes No (Circle) If so, what suggested amount ______________? [See Vol. on the attached section dues price list.]

6. If you currently have a Section Voluntary Contribution, would you like to change the suggested amount? Yes No (Circle), If so, what amount ______________?

7. The amounts you have indicated above and on the attached worksheet will be shown on your 2023 Membership Renewal Notices (voluntary contribution amounts are write-in only. ASCE does not bill for donations). Please ensure these amounts are correct!

8. Please sign this document even if there are no updates to the dues pricing. This signature serves as the final approval to move forward with no changes.

9. ONLY SUBMIT ONE FORM PER SECTION.

10. Printed Name: ______________________________ Date: __________________

11. Signature:______________________________ Telephone:______________

Please return by email this completed form along with the attached section dues price list no later than May 31, 2022 to memapp@asce.org

NOTE: If you must return your changes through hard copy mail, please email memapp@asce.org to coordinate.

NOTE: No changes or updates to dues pricing can be made after 5/31/2022 for the 2023 dues cycle year 1/1/2023-12/31/2023. Any dues changes or updates after May 31, 2022 will be updated for the next dues cycle year.
**Section Dues Price List**

**Parameters:** Revenue Account (), Date (1/1/2022 12:00:00AM)  
**Branch Name**  
**Section:** 016  Illinois Section  
**Run Date:** 4/10/2022 9:32:28PM

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Please note the dues amounts above represent the total Section/Branch dues collected per member. The total amount should include any Branch dues (if applicable) added to the base Section dues.
50th Anniversary of Clean Water Act Celebration

Information
Budget
Sponsorship

May 2022

Information

Purpose:
Celebration of 50th anniversary of the clean water act and how this legislation impacted the Chicago region’s waterways’ health and communities which utilize it. Free public event.

Hosts: Chicago Chapter Environmental and Water Resources Institute (EWRI)

Partners:
- Metropolitan Water Reclamation District of Greater Chicago (MWRDGC)
- City of Chicago Department of Water Management
- Friends of the Chicago River
- Region 5 EPA
- MPC
- CMAP

Dates: July 15th, 2022 at 10AM to 12PM

Location: Ping Tom Memorial Park Pagoda (1700 S Wentworth Ave, Chicago, IL 60616)

Program: Speakers and networking for a little over an hour and a tour of the Ping Tom Memorial Park to follow. ASCE report card will be one of the talks.
Expenses

Total Budget: $2,316

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Optional 10 one-way ride pass is $25, and estimate is for 50 riders

Requests

1. Speaker from IL Section about the report card
2. $500 funding support
AGENDA ITEM #7 – INSTITUTE/GROUP REPORTS

SUPPORTING DOCUMENTATION
Environmental & Water Resources Institute
Activity Report
May 2022

Last Month’s Activities:
Executive Committee Meeting
Host: EWRI Chicago Chapter Board
Date & Time: April 12, 4:00 PM
Place: via conference call

Spring Social River Walk Tour
Host: EWRI
Date & Time: April 21, 5:30 PM
Place: Chicago River Walk
Detail: The tour lasted 90 minutes and highlighted the development of the Riverwalk and the civil engineering landmarks that are adjacent to the Chicago River. Afterward, we gathered at restaurant/bar for a late happy hour!

This Month’s Activities:
Executive Committee Meeting
Host: EWRI Chicago Chapter Board
Date & Time: May 10, 2022, 4:00 PM
Place: via conference call
RSVP: Jimmy Canning (Jimmy.Canning@strand.com)

Chicago River Day Cleaning Group Volunteering Event
Host: Friends of the Chicago River, EWRI
Date & Time: May 14, 9:00AM – 12:00PM
Place: Gamper’s Park
Detail: Chicago Chapter EWRI is gathering a group to participate in this perennial spring cleanup event! Chicago River Day helps keep our critical waterways clean for wildlife and human recreation. Interested ASCE members would first register individually via the Friends of the Chicago River website - our group is looking to meet at Gompers Park. However, feel free to register at any one of the more than 60 locations! This is a family friendly event so invite family members to come join the fun! Please email Joe Wilk (jwilk@cbbel.com) once you register, regardless of location, so we can get a headcount of all ASCE members attending.
Future Activities:
Executive Committee Meeting
Host: EWRI Chicago Chapter Board
Date & Time: Jun 16, 2022, 4:00 PM
Place: via conference call
RSVP: Jimmy Canning (Jimmy.Canning@strand.com)

MWRD Boat Tour
Host: EWRI and MWRD
Date & Time: TBD, Early Summer 2022
Place: Chicago River

50th Anniversary of Clean Water Act Celebration
Host: EWRI
Date & Time: July 15th, 2022 (TBD) 1 hour event with 1 hour optional tour to follow
Place: Ping Tom Memorial Park Pagoda
Detail: Celebration of the CWA including speeches from MWRD commissioners, contacted the mayor’s office, Chicago Water Dep, Region V EPA, ILEPA, Army Corp of Engineers, Friends with Chicago River, CMAP, MPC, Region 3 ASCE.
Note: EWRI will request funding from the IL section

Green Infrastructure Seminar
Host: EWRI
Date & Time: TBD 2022
Place: Hybrid

Permitting Workshop
Host: EWRI & UPDG (TBD)
Date & Time: TBD, Fall 2022
Note: EWRI requests contact information for UPDG event planning group
Past Activities

Lecture Series Planning Committee
Date: Wednesday, April 27
Time: 10:00 AM – 10:30 AM
Location: Online via Teams

Future Activities

Lecture Series – Dinner with Speakers and Planning Committee
Date: Wednesday, May 4th
Time: 6:30 PM – 8:30 PM
Location: Grant Park Bistro, Chicago, IL

2022 Chicago Lecture Series
Date: Thursday, May 5, 2022
Time: 7:00 AM – 4:00 PM
Topic: Multiple speakers – E-blast / flyer has been sent now
Location: Harborside International Golf Course, Chicago, IL

Other Notes:
- Home stretch for the Lecture Series. Expecting about 85 total attendees.

Respectfully Submitted,
Alex Potter-Weight, P.E.
Chair, GI Illinois Chapter
Menard Group USA
20 W. Kinzie St, 17th Floor, Chicago IL 60654
Direct line: 312-598-9549
Mobile: 517-402-3893
Email: apotter-weight@menardgroupusa.com
Structural Engineering Institute (SEI) Illinois Chapter Activity Report

May 2, 2022

Past Activities

SEI April Webinar
Topic: Network Tied-Arch for CAHSR Project
Date: Tuesday, April 19, 2022
Time: 12:00-1:00pm
Location: Zoom Webinar

SEI-IL April Committee Meeting
Date: Thursday, April 21, 2022
Time: 5:30pm-6:15
Location: WSP USA Office and Conf. Call

Future Activities

SEI-IL May Committee Meeting
Date: Wednesday, May 18, 2022
Time: 12:00pm
Location: Teams/Conference Call

SEI May Dinner Meeting
Topic: Well-Wentworth Road and Bridge Construction Update, Joint Event with CI
Date: Thursday, May 26, 2022 (pending)
Time: 5:00-7:00pm
Location: Pazzo’s, 311 S. Wacker

NHI Bridge Inspection Refresher Course (3-Day) – Registration nearly full
6/7/22 to 6/9/22

Summer Field Trip – RPM Segmental Box Girder Gantry Visit
July T.B.D.; will have date picked soon along with location for post-site visit happy hour

On-Going Planning:
2022 Fellows Program, working with SEI – Colorado on planning an event to recruit more structural engineering leads to the field.

Respectfully Submitted,

Patrick Laux, PE, SE
Chair, SEI Illinois Chapter
Transportation & Development Institute
Activity Report
May 2022

Last Month’s Activities

T&D Board Meeting
Date & Time: April 13, 2022, 5:00 PM
Place: via MS Teams

This Month’s Activities

T&D Board Meeting
Date & Time: May 11, 2022, 5:30 PM
Place: Benesch (35 W, Wacker Drive, Suite 3300, Chicago, IL 60601) or MS Teams

Please email Brian Castro (bcastro@descotoinc.com) if interested in attending.

IS-ASCE T&D – May Luncheon ft. Commissioner Gia Biagi, CDOT
Date: May 26, 2022
Location: Maggiano’s at Grand and Clark
Time: 11:30 am
Registration: Here
Younger Member Group (YMG)

Group Report for IL Section Board Meeting
May 2nd, 2022

Past Events (April 2022)

UIC Student/Professional Happy Hour
Date: April 29, Green Street Local

ASCE President-Elect / Student Scholarship Dinner
Before the formal event, 7-8 younger members met with President-Elect Lehman for an informal discussion and Q&A

Future Events

May Board Meeting
Date: May 4th

Lunar New Year Happy Hour / Presentation
Date: Rescheduled date pending, will coincide with Asian Pacific American Heritage Month. Networking and PDH opportunity

Early Summer In-Person Outdoor Happy Hour
Date: Targeting late May or early June
Hoping to kick off the warm season with an in-person, outdoor mixer. Plan to use “Together Apart” winnings to subsidize participation and encourage attendance.

Respectfully Submitted,
Kyle Sant, P.E., PTOE
Chair, IL-ASCE YMG
AGENDA ITEM #8 – STANDING COMMITTEE REPORTS

SUPPORTING DOCUMENTATION
IS ASCE President-Elect/ Spring Dinner Report
May 1, 2022

Dinner Recap:
- The dinner was held on Thursday, April 14, 2022 at Maggiano’s Little Italy (Chicago Banquet Rooms).
- We had 68 attendees including ASCE President-elect Maria Lehman, P.E., ENV SP, F. ASCE.

Student Scholarships:
- We gave out 9 Scholarships this year:
  - CI (2), EWRI (2), SEI (3), T&DII (2)
- 8 of the 9 scholarship winners were in attendance at the dinner
Dinner Attendees and Sponsorships:

- Sponsorships:
  - 3 Gold Sponsorships
    - EXP, Orion Engineers, and Michael Baker International
  - Tables of 8: 2 purchased by SEI and T&DI
  - 68 Attendees, including ASCE President-elect Lehman, 7 Past Presidents, 12 Mentorship Participants, and 8 Scholarship Winners.

Other Events that Day (with President-elect Lehman):

- Student Tour and Lunch (11:15-1:30)
  - UIC Student ASCE Chapter provided a tour of their structural testing labs and MakerSpace. We took the students out to lunch after the tour.
- YMG Meet and Greet (4:00-5:00)
  - Several YMG members sat down with President-Elect Lehman at Maggiano’s to discuss involvement of younger members in ASCE.

Financial Summary

- Total Income (Sponsorships and Ticket Sales) = $3,840.00
  - This does not account for fees incurred by Constant Contact/WePay which are still TBD.
- Total Costs
  - Dinner (Food, Bar, and A/V Equipment) = $7,064.78
  - Student Lunch (at Bar Louie UIC) = $209.35
  - Overall Total Cost = $7,274.13
- Net Income/Loss = Loss of $3,434.13 (plus CC/WePay Fees TBD)

Respectfully submitted,
Sandra Homola, PE, CFM
IS-ASCE President Elect 2021-2022
ANNUAL DINNER COMMITTEE REPORT
IL Section Board Meeting
May 2, 2022

Date
Thursday October 13, 2022 5:30pm to 9:30pm

Venue
Sheraton Grand Chicago Riverwalk (301 E North Water Street)
- Total Dinner Costs = $74,935 (including tax and gratuity (see attached contract))
  - 4 passed hors’ d’oeuvres
  - One hour primary bar for cocktail hour
  - Plated chicken dinner
  - Wine service with dinner
- Deposit Schedule
  - $15,000 due at signing
  - $15,000 due September 13, 2022
  - Remaining estimated cost due October 3, 2022

AV
- Encore provides AV services to Sheraton exclusively
- AV Costs = $17,577 estimated (see attached proposal; $2,000 removed because an audio engineer is not required for this event. Revised proposal requested.)

Photographer
Ashley Hamm Photography
- Option 1 (dinner only) – 3 hours for $850
  - Includes editing, travel, an online gallery, and social media/print rights
- Option 2 (cocktail reception & dinner) – 4 hours for $1,125
  - Includes editing, travel, an online gallery, and social media/print rights

Emcee
Options:
1. Pat Tomasulo – Sports anchor and reporter on WGN morning news and stand-up comedian
   - $2,500 (discounted from corporate rate)
   - Would need to draft a contract
2. Current ASCE member
Recommendations

1. Increase the cost of the ticket price from $150/pp to $175 to cover the increased costs of food
2. Increase Gold Sponsorship from $1,500 to $2,000
3. Increase Silver Sponsorship from $1,000 to $1,500
4. Increase Government/Educator Ticket Price from $95 to $115
5. Increase Student Ticket Price from $75 to $80

Overall Costs

- ANNUAL DINNER COSTS (does not include Awards costs) = $96,137 with emcee
- ESTIMATED REVENUE = $100,950
  - Note: Estimated revenue is based on increased ticket price recommendations

Action Items

- Sheraton must be booked by May 4, 2022 to honor current pricing
- Reach out to photographer to confirm desired length of service and get a contract for signature
- Contact Encore for revised contract removing the audio engineer
- Prepare contract for emcee (if applicable)

Respectfully Submitted,

Jeana Gowin & Irsilia Colletti
2022 IS-ASCE Annual Dinner Committee
# 2022 Annual Dinner Costs

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</tr>
<tr>
<td>Coffee/Tea/Water ($/pp)</td>
<td>$-</td>
<td>$5</td>
</tr>
<tr>
<td>Dinner Wine ($/pp)</td>
<td>$-</td>
<td>$24</td>
</tr>
<tr>
<td>Dessert ($/pp)</td>
<td>$-</td>
<td>$11</td>
</tr>
<tr>
<td>Food/Bev ($/pp)</td>
<td>$118</td>
<td>$167</td>
</tr>
<tr>
<td>Food/Bev Cost</td>
<td>$53,100</td>
<td>$75,097</td>
</tr>
<tr>
<td>Food/Bev Min.</td>
<td>$50,000</td>
<td>$32,000</td>
</tr>
<tr>
<td>Actual Food/Bev Cost</td>
<td>$53,100</td>
<td>$75,097</td>
</tr>
<tr>
<td>Tax (12%)</td>
<td>$6,372</td>
<td>$9,012</td>
</tr>
<tr>
<td>Service Charge (26%)</td>
<td>$15,463</td>
<td>$21,868</td>
</tr>
<tr>
<td>TOTAL Dinner Costs</td>
<td>$74,935</td>
<td>$105,977</td>
</tr>
<tr>
<td>TOTAL Other Costs</td>
<td>$19,877</td>
<td>$6,300</td>
</tr>
<tr>
<td>TOTAL Event Costs</td>
<td>$94,812</td>
<td>$112,277</td>
</tr>
<tr>
<td>TOTAL Event Costs ($/pp)</td>
<td>$210.69</td>
<td>$249.50</td>
</tr>
<tr>
<td>Est. Ticket/Sponsor Revenue</td>
<td>$100,950</td>
<td>$100,950</td>
</tr>
<tr>
<td><strong>TOTAL COST</strong></td>
<td>$(6,138)</td>
<td>$11,327</td>
</tr>
</tbody>
</table>
GROUP SALES AGREEMENT

DESCRIPTION OF GROUP AND EVENT
The following represents an agreement between Sheraton Grand Chicago Riverwalk, 301 East North Water Street, Chicago, IL, 60611, (312) 464-1000 and American Society of Civil Engineers.

ORGANIZATION: American Society of Civil Engineers
CONTACT:
- Name: Jeana Gowin
- Job Title: Senior Water Resources Project Manager
- Street Address: 9575 W. Higgins Road
- City, State, Postal Code: Chicago, IL, 60018
- Country/Region: USA
- Phone Number: (847) 823-0500
- E-mail Address: jgowin@cbbel.com

NAME OF EVENT: American Society of Civil Engineers Annual Awards Dinner
REFERENCE #: M-MG6HY6N
OFFICIAL PROGRAM DATES: Thursday, 10/13/2022 - Thursday, 10/13/2022

NO ROOM TRANSFER BY GUEST
American Society of Civil Engineers agrees that neither American Society of Civil Engineers nor attendees of the Event nor any intermediary shall be permitted to assign any rights or obligations under this Group Sales Agreement, or to resell or otherwise transfer to persons not associated with American Society of Civil Engineers reservations for guestrooms, meeting rooms or any other facilities made pursuant to this Group Sales Agreement.

METHOD OF PAYMENT
The method of payment of the Master Account will be established upon approval of American Society of Civil Engineers’s credit. If credit is approved, the outstanding balance of American Society of Civil Engineers Master Account (less any advance deposits and exclusive of disputed charges) will be due and payable upon receipt of invoice.

American Society of Civil Engineers will raise any disputed charge(s) within [10] days after receipt of the invoice. The Hotel will work with American Society of Civil Engineers in resolving any such disputed charges, the payment of which will be due upon receipt of invoice after resolution of the dispute. If payment of any invoice is not received within thirty (30) days of the date on which it was due, Hotel will impose a finance charge at the rate of the lesser of 1-1/2% per month (18% annual rate) or the maximum allowed by law on the unpaid balance commencing on the invoice date.

American Society of Civil Engineers has indicated that it has elected to use the following form of payment:

[ ] Cash, money order, or other guaranteed form of payment
[ ] Credit card (We accept all major credit cards)
[X] Company check or Electronic Funds Transfer
[ ] ___________________ [agreed alternative]

American Society of Civil Engineers may not change this form of payment.

In the event that credit is not approved, American Society of Civil Engineers agrees to pay an advance deposit in an amount to be determined by the Hotel in its reasonable discretion, with the full amount due prior to the start of the group’s event.
**ADVANCE PAYMENT**
An advance payment of $20,000 will be required in order to hold arrangements on a definite basis. This advance payment is due on May 4, 2022 and will be credited toward the Master Account.

Full prepayment of the estimated Master Account charges must be received ten days prior to arrival. The payment schedule for your Event is outlined below:

<table>
<thead>
<tr>
<th>Deposit/Payment Amount</th>
<th>Time Frame</th>
</tr>
</thead>
<tbody>
<tr>
<td>$20,000</td>
<td>May 4, 2022</td>
</tr>
<tr>
<td>$20,000</td>
<td>August 15, 2022</td>
</tr>
<tr>
<td>Remaining estimated balance</td>
<td>October 3, 2022 *must be cash, certified check or credit card</td>
</tr>
</tbody>
</table>

Additionally, a cash or credit deposit will be required in the amount of $5,000 to guarantee payment of any additional charges incurred during the Event.

**FUNCTION INFORMATION AGENDA/EVENT AGENDA**
Based on the requirements outlined by American Society of Civil Engineers, the Hotel has reserved the function space set forth on the below Function Information Agenda/Event Agenda.

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Start Time</th>
<th>End Time</th>
<th>Function</th>
<th>Setup</th>
<th># People</th>
<th>Related Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/13/2022</td>
<td>Thu</td>
<td>3:30 PM</td>
<td>6:30 PM</td>
<td>Set Up</td>
<td>Rounds of 10</td>
<td>1</td>
<td>Sheraton Ballroom</td>
</tr>
<tr>
<td>10/13/2022</td>
<td>Thu</td>
<td>5:30 PM</td>
<td>6:30 PM</td>
<td>Reception</td>
<td>Cocktail Rounds</td>
<td>450</td>
<td>Sheraton Promenade</td>
</tr>
<tr>
<td>10/13/2022</td>
<td>Thu</td>
<td>6:30 PM</td>
<td>9:30 PM</td>
<td>Dinner</td>
<td>Rounds of 10</td>
<td>450</td>
<td>Sheraton Ballroom</td>
</tr>
</tbody>
</table>

All meeting rooms, food and beverage, and related services are subject to applicable taxes (currently 11.75%) and service charge (currently 25%) in effect on the date(s) of the Event. The Hotel reserves the right to adjust function space in direct proportion to any changes in the number of attendees.

**DAMAGE TO FUNCTION SPACE**
American Society of Civil Engineers agrees to pay for any damage to the function space that occurs while American Society of Civil Engineers is using it. American Society of Civil Engineers will not be responsible, however, for ordinary wear and tear or for damage that it can show was caused by persons other than American Society of Civil Engineers and its attendees.

**MINIMUM BANQUET FOOD AND BEVERAGE REVENUE REQUIREMENT**
American Society of Civil Engineers agrees to a minimum banquet food and beverage revenue of ($50,000), exclusive of tax and service charge (the “Minimum Banquet Food and Beverage Revenue”). Additionally, at the conclusion of the Event, if the actual banquet food and beverage revenue is less than the Minimum Banquet Food and Beverage Revenue or less than the Total Event Revenue Estimate presented by the Hotel Event Manager based on final event arrangements for all items ordered, the difference will be posted to the Master Account. These charges represent a reasonable effort on behalf of the Hotel to establish its loss prospectively and shall be due as liquidated damages. American Society of Civil Engineers shall provide Hotel with [no less than 72 hours prior to the first scheduled function] advance notice of the date(s), time(s), and number of covers with respect to each function it wishes to schedule for the Event.

**SPECIAL CONCESSIONS**
In consideration of the Minimum Banquet Food and Beverage Revenue Requirement and the functions identified on the Function Information Agenda/Event Agenda, Hotel will provide American Society of Civil Engineers with the following special concessions:

1. Dinner Package at $118++ per person ($154 value as of April 2022)
   a. 4 Passed Hors D’oeuvres
   b. One Hour Primary Bar for Cocktail Hour
   c. 3 Course Plated Dinner: Salad, Chicken Entrée with (2) sides and Dessert
   d. Coffee and Tea Service
   e. Wine Services with Dinner
2. Complimentary event space rental with a food and beverage minimum of $50,000
3. (3) Complimentary Votive Candles per Table
4. Complimentary House Linens
5. Dedicated event manager to take care of every event detail

OUTSIDE FOOD AND BEVERAGE POLICY
All food and beverages served at functions associated with the Event must be provided, prepared, and served by Hotel, and must be consumed on Hotel premises.

CANCELLATION
American Society of Civil Engineers agrees that it will provide a Minimum Banquet Food and Beverage Revenue of $50,000 (exclusive of applicable service charges and taxes) for the Event.

American Society of Civil Engineers agrees to pay Hotel, within thirty (30) days after any Cancellation, as liquidated damages and not as a penalty, the amount listed in the Chart below.

<table>
<thead>
<tr>
<th>Date of Cancellation</th>
<th>Total Amount of Liquidated Damages Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Agreement to [91] days prior</td>
<td>50% of the Minimum Banquet Food and Beverage Revenue ($25,000)</td>
</tr>
<tr>
<td>From [90] days to [4] days prior</td>
<td>80% of the Minimum Banquet Food and Beverage Revenue ($40,000)</td>
</tr>
<tr>
<td>From Date of Event to 3 business days prior</td>
<td>100% of the Minimum Banquet Food and Beverage Revenue ($50,000)</td>
</tr>
</tbody>
</table>

Provided that American Society of Civil Engineers timely notifies Hotel of the Cancellation and timely pays the above liquidated damages, Hotel agrees not to seek additional damages from American Society of Civil Engineers relating to the Cancellation.

IMPOSSIBILITY
The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal or impossible for the Hotel to provide, or for groups in general to use, the Hotel facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical - but in no event longer than ten (10) days - after learning of such basis.

COMPLIANCE WITH LAW
This Agreement is subject to all applicable federal, state, and local laws, including health and safety codes, alcoholic beverage control laws, disability laws, federal anti-terrorism laws and regulations, and the like. Hotel and American Society of Civil Engineers agree to cooperate with each other to ensure compliance with such laws.

CHANGES, ADDITIONS, STIPULATIONS, OR LINING OUT
Any changes, additions, stipulations or deletions including corrective lining out by either Hotel or American Society of Civil Engineers will not be considered agreed to or binding on the other unless such modifications have been initialed or otherwise approved in writing by the other.

LITIGATION EXPENSES
The parties agree that, in the event litigation relating to this Agreement is filed by either party, the non-prevailing party in such litigation will pay the prevailing party's costs resulting from the litigation, including reasonable attorneys’ fees.

LIQUOR LICENSE
American Society of Civil Engineers understands that Hotel’s liquor license requires that beverages only be dispensed by Hotel employees or bartenders. Alcoholic beverage service may be denied to those guests who appear to be intoxicated or are underage.

COMPLIANCE WITH EQUAL OPPORTUNITY LAWS
This section describes Marriott’s obligations as a U.S. federal contractor. It does not apply to customers that are not part of the U.S. federal government or using funds from the U.S. federal government for this contract.
Marriott shall comply with all applicable laws, statutes, rules, ordinances, codes, orders and regulations of all federal, state, local and other governmental and regulatory authorities and of all insurance bodies applicable to the Hotel premises in performing its obligations under this Agreement.

Marriott (referred to as “contractor” in this section) shall comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans’ Readjustment Assistance Act, as amended, which are administered by the United States Department of Labor (“DOL”), Office of Federal Contract Compliance Programs (“OFCCP”). The equal employment opportunity clauses of the implementing regulations, including but not limited to 41 C.F.R. §§ 60.1-4, 60-300.5(a), and 60-741.5(a), are hereby incorporated by reference, with all relevant rules, regulations and orders pertaining thereto. **This contractor and subcontractor shall abide by the requirements of 41 C.F.R. §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a).** These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

Marriott also shall comply with Executive Order 13496 and with all relevant rules, regulations and orders pertaining thereto, to the extent applicable. The employee notice clause and all other provisions of 29 C.F.R. Part 471, Appendix A to Subpart A, are hereby incorporated by reference.

To the extent applicable, Marriott shall include the provisions of this section in every subcontract or purchase order so that such provisions shall be binding upon each contractor, subcontractor or vendor performing services or providing materials relating to this Agreement and the services provided pursuant to the terms hereof.

**PRIVACY**

Marriott International, Inc. (“Marriott”) is committed to complying with obligations applicable to Marriott under applicable privacy and data protection laws, including to the extent applicable EU data protection laws. Hotel shall comply with the then-current Marriott Group Global Privacy Statement (the “Privacy Statement,” currently available at [http://www.marriott.com/about/privacy.mi](http://www.marriott.com/about/privacy.mi)) with respect to any personal data received under this Agreement.

Without limiting the foregoing obligation, Hotel has implemented measures designed to: (1) provide notice to individuals about its collection and use of their personal data, including through the Privacy Statement; (2) use such personal data only for legitimate business purposes; (3) provide means by which individuals may request to review, correct, update, suppress, restrict or delete or port their personal data, consistent with applicable law; (4) require any service providers with whom personal data is shared to protect the confidentiality and security of such data; and (5) use technical and organizational measures to protect personal data within its organization against unauthorized or unlawful access, acquisition, use, disclosure, loss, or alteration.

American Society of Civil Engineers will obtain all necessary rights and permissions prior to providing any personal data to Hotel, including all rights and permissions required for Hotel, Hotel affiliates, and service providers to use and transfer the personal data to locations both within and outside the point of collection (including to the United States) in accordance with Hotel’s privacy statement and applicable law. Notwithstanding any other provision, Hotel may use an individual’s own personal data to the extent directed by, consented to or requested by such individual.

**PACKAGE AND RECEIVING**

Should you be shipping boxes for your meeting, they must be addressed in the following manner to help ensure the proper delivery:

Sheraton Grand Chicago
301 E North Water Street
Chicago, IL 60611

**ATTN:** On-Site Contact Name
**Group Name & Start Date**

Fees apply per package or per pallet/crate. A detailed listing of shipping handling fees will be provided to you by your Event Manager.

Due to the limited storage space we request that shipments not arrive any earlier than five (5) days prior to the group’s arrival. Storage Fees apply to each package received more than 5 calendar days before delivery to Recipient.
CANCELLATION OF AFFILIATES
It is understood that the Group is not in any way associated with, attending, or will compete with or attract participants of any other meeting or convention currently being held at the Hotel or with which the Hotel may have contracted business. If the Hotel determines that another such program exists, Hotel may cancel this Agreement, and the Group shall pay Hotel any Cancellation Fees listed in the Cancellation paragraph of this Agreement.

SMOKE FREE ENVIRONMENT
The Sheraton Grand Chicago is a non-smoking hotel and smoke free environment. This includes all guest rooms, restaurants, lounges, meeting rooms, public space and back-of-the-house areas. Smoking will be allowed outside in special designated areas.

ENCORE PRESENTATION SERVICES / AUDIO VISUAL
The Sheraton Grand Chicago is pleased to provide in-house Event Technology services through ENCORE Presentation Services. Although outside vendors are allowed, we ask that you give ENCORE Presentation Services the opportunity to place a competitive bid for all of your audio-visual needs.

Proof of insurance and a waiver of Hotel liability for outside services will be required. Applicable fees will be charged to Group’s outside vendor for certain services. In-house audio-visual equipment is subject to applicable taxes and current service charge of 25% or the current prevailing service charge. All Outside Audio-Visual Providers/Suppliers are also required to follow the Hotel Union Labor guidelines and requirements for hosting within the Sheraton Grand Chicago meeting space.

RIGGING SERVICES
If Customer requires rigging services, rigging equipment or the use of rigging points, it will be required to use the Hotel’s exclusive rigging services provider.

ANCILLARY SERVICES
Hotel may provide, or contract with third parties to provide, ancillary services (e.g., A/V, drayage, florists, exhibitors) to Customer for additional charges. Except with respect to certain services (e.g., rigging services, electrical usage, house sound patch, union labor, storage), Customer may use its own vendors for such services provided that Customer’s proposed vendors meet minimum standards established by Hotel, including insurance and indemnification requirements. With respect to audiovisual services, Customer will inform Hotel of its decision to bring its own vendor at least 60 days prior to October 13, 2022 and will sign, and have its audiovisual vendor sign, an acknowledgement of Hotel’s Audiovisual Service Standards at least 45 days prior to October 13, 2022.

GES ELECTRICAL
GES is the exclusive, in-house provider of all electrical services at the Sheraton Grand Chicago. GES provides the appropriate union electrician labor for the install and removal of those services. Additionally, GES is responsible for the required power connections for each piece of equipment being utilized. All services are subject to labor and equipment rental rates which include 12.5% Service charge and 15.75% Rental tax. All rates subject to change.

UNION LABOR
The Sheraton Grand Chicago is a Union Jurisdictional facility, to which clients are required to use AV Production crews from Local Unions. (i.e. Projection/Video, Audio, Theatrical Lighting, Staging.) They operate under specific requirements relating to crew levels, detailed tasks, duration of shifts, location of meetings and other terms.

IN-HOUSE EQUIPMENT
Hotel will provide, at no charge, a reasonable amount of meeting equipment (for example, chairs, tables, chalkboards, etc.). These complimentary arrangements do not include special setups or extraordinary formats that would deplete Hotel’s present in-house equipment to the point of requiring rental of an additional supply to accommodate American Society of Civil Engineers’ needs. If such special setups or extraordinary formats are requested, Hotel will present American Society of Civil Engineers two (2) alternatives: (1) charging American Society of Civil Engineers the rental cost for additional equipment, or (2) changing the extraordinary setup to a standard format, avoiding the additional cost.

UNATTENDED ITEMS/ADDITIONAL SECURITY
The Hotel cannot ensure the security of items left unattended in function rooms. Special arrangements may be made with
the Hotel for securing a limited number of valuable items. If American Society of Civil Engineers requires additional security with respect to such items or for any other reason, the Hotel will assist in making these arrangements. All security personnel to be utilized during the Event are subject to Hotel approval.

**USE OF OUTSIDE VENDORS**

If American Society of Civil Engineers wishes to hire outside vendors to provide any goods or services at Hotel during the Event, American Society of Civil Engineers must notify Hotel of the specific goods or services to be provided and provide sufficient advance notice to the Hotel so that the Hotel can (i) determine, in Hotel’s sole discretion, whether such vendor must provide Hotel, in form and amount reasonably satisfactory to Hotel, an indemnification agreement and proof of adequate insurance, and (ii) approve, using reasonable judgment, the selection of the outside vendor and the goods or services to be provided by such outside vendor to American Society of Civil Engineers, taking into consideration: (a) whether Hotel offers such goods and services; (b) the risk level posed by certain activities; and (c) the safety and well-being of guests at Hotel.

**PERFORMANCE LICENSES**

American Society of Civil Engineers will be solely responsible for obtaining any necessary licenses or permission to perform, broadcast, transmit, or display any copyrighted works (including without limitation, music, audio, or video recordings, art, etc.) that American Society of Civil Engineers may use or request to be used at the Hotel.

**MARRIOTT BONVOY EVENTS**

Marriott Bonvoy Events provides Points or Miles to eligible Marriott Bonvoy Members who book and hold qualifying meetings and events at Participating Properties.

Approximately ten (10) business days after the conclusion of the Event (provided that the Event is not cancelled and American Society of Civil Engineers has otherwise complied with the material terms and conditions of this Agreement), the Hotel will award Points or Miles to the Member and relevant account identified below. By inserting the airline frequent flyer account information, the recipient elects to receive Miles instead of Points.

Marriott Bonvoy Events is not available in certain circumstances, including (1) for any government employee or official booking a government event (U.S. government event or non-U.S. government event); (2) for any employee of a state-owned or state-controlled entity (“SOE”) booking an event on behalf of the SOE; or (3) for any other planner or intermediary when booking an event on behalf of a non-U.S. governmental entity or SOE. Hotels in the Asia Pacific region are restricted from awarding Points or Miles to any intermediary booking an event on behalf of any governmental entity or SOE.

GROUP MUST CHECK ONE OPTION BELOW:

- The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) is eligible to receive Points or Miles.

  Member Name __________________________________________________
  Marriott Bonvoy Membership Number ______________________

  *If Miles are desired instead of Points, please also provide:

  Participating airline name __________________________________________
  Participating airline frequent flyer account number__________________

  OR

- The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) declines or is not eligible to receive Points or Miles and hereby waives the right to receive Points or Miles in connection with the Event.

The individual identified above to receive either Points or Miles may not be changed without such individual’s prior written consent. The number of Points or Miles to be awarded shall be determined pursuant to the Marriott Bonvoy Terms and Conditions (the “Terms and Conditions”), as in effect at the time of award. All Marriott Bonvoy Terms and Conditions apply. The Terms and Conditions are available on-line at [https://www.marriott.com/loyalty/terms/default.mi](https://www.marriott.com/loyalty/terms/default.mi)
and may be changed at the sole discretion of Marriott International, Inc. at any time and without notice. Capitalized terms used in this section have the meanings given to them in the Terms and Conditions.

*Electronic selection – This may be done in Microsoft Word by double-clicking on the above unfilled box, choosing a blackened box, and then clicking “Insert.” Alternatively, one can use the commands “Insert” and “Symbol,” choose the blackened box, and then click “Insert.”

**ACCEPTANCE**

When presented by the Hotel to American Society of Civil Engineers, this document is an invitation by the Hotel to American Society of Civil Engineers to make an offer. Upon signature by American Society of Civil Engineers, this document will be an offer by American Society of Civil Engineers. Only upon signature of this document by all parties will this document constitute a binding agreement. Unless the Hotel otherwise notifies American Society of Civil Engineers at any time prior to American Society of Civil Engineers’s execution of this document, the outlined format and dates will be held by the Hotel for American Society of Civil Engineers on a first-option basis until May 4th, 2022. If American Society of Civil Engineers cannot make a commitment prior to that date, this invitation to offer will revert to a second-option basis or, at the Hotel’s option, the arrangements will be released, in which case neither party will have any further obligations.

Upon signature by both parties, American Society of Civil Engineers and the Hotel shall have agreed to and executed this Agreement by their authorized representatives as of the dates indicated below.

**SIGNATURES**

Approved and authorized by American Society of Civil Engineers:

Name: (Print) ________________________________
Title: (Print) ________________________________
Signature: ________________________________
Date: ________________________________

Approved and authorized by Hotel:

Name: (Print) Kristen Jeffries, CMP
Title: (Print) Senior Catering Sales Executive
Signature: ________________________________
Date: ________________________________
# Quote # 2031-13834

American Society of Civil Engineers  
Attn: Jeana Gowin  
1801 Alexander Bell Dr  
Reston, VA 20191

| Contact Name: | Jeana Gowin | Quote No: | 2031-13834 | Show Date(s): | 10/13/2022 - 10/13/2022 | Show Name: | "RFP* American Society of Civil Engineers - 2 screens" | Show Location: | Sheraton Grand Chicago  
301 E North Water St  
Chicago, IL 60611 |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hotel Sales Manager:</td>
<td>Kristen Jeffries</td>
<td>Conveyance Method:</td>
<td>Pickup</td>
<td>Billing Method:</td>
<td>Master</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Gross</th>
<th>Discount</th>
<th>Ext. Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment Rental</td>
<td>$12,045.00</td>
<td>$5,429.25</td>
<td>$6,615.75</td>
</tr>
<tr>
<td>Rigging Equipment Rental</td>
<td>$133.00</td>
<td>$59.85</td>
<td>$73.15</td>
</tr>
<tr>
<td>Operator Labor</td>
<td>$3,915.00</td>
<td>$3,915.00</td>
<td></td>
</tr>
<tr>
<td>Setup Charges</td>
<td>$2,075.00</td>
<td>$2,075.00</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$18,168.00</td>
<td>$5,489.10</td>
<td>$12,678.90</td>
</tr>
<tr>
<td>Service Charge*</td>
<td></td>
<td>$3,044.50</td>
<td></td>
</tr>
<tr>
<td>Tax</td>
<td></td>
<td>$876.06</td>
<td></td>
</tr>
<tr>
<td><strong>Total Estimate</strong></td>
<td></td>
<td></td>
<td><strong>$16,599.46</strong></td>
</tr>
</tbody>
</table>

*Service Charges are NOT gratuities and are not paid in whole or in part to employees of Encore or employees of any other party.*
Sheraton Promenade - Reception (10/13/2022 5:30PM - 6:30PM)
Job# 2031-63163

Equipment And Sales

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item Description</th>
<th>Days Billed</th>
<th>Rate</th>
<th>Ext. Price</th>
<th>Discount</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Video</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Logo Projection Pkg (Wall)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>12&quot; Box Truss - 10' Section</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Box Truss Base Plate</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Lenovo T460s Laptop Computer</td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>6500 Lumen 1920x1200 LCD Projector</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>1</td>
<td>Video Cable Lot</td>
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Video Subtotal $1,387.65

Equipment And Sales Subtotal $1,387.65

Labor

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<tr>
<th>Qty</th>
<th>Item Description</th>
<th>Rate</th>
<th>OT Rate</th>
<th>DT Rate</th>
<th>Days</th>
<th>Reg Hrs</th>
<th>OT Hrs</th>
<th>DT Hrs</th>
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<td>1</td>
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Labor Subtotal $625.00

Sheraton Promenade - Reception (10/13/2022 5:30PM - 6:30PM) Subtotal: $2,012.65

Job Note:
Labor is estimated. Final charges will be determined by the actual hours worked beyond the required minimums. Union operators require a one-hour meal break not less than 3 hours and not more than 5 hours after the initial call time or meal penalties will apply.

Sheraton Ballroom - Dinner (10/13/2022 6:30PM - 9:30PM)
Job# 2031-63162

Equipment And Sales

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<td>9'x16' Screen Frame</td>
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<td>9'x16' Dress Kit Black</td>
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Video

2 9'x16' Screen Kit - Front Projection $630.00 $1,260.00 45.00% $693.00

Day 2 Subtotal $693.00
## Switcher Package
- **8X1 Seamless Switcher**
- **Lenovo T440p**

## Video DA HDMI 1x2 4K

## Projector Package
- **Event DLP-1 Proj 7000-9000 Lumen**
- **DLP Projector Lens**

## Scenic
- Drape per foot black

## Lighting
- Stagewash (small)
- 6 Channel Dimmer
- 26 Degree S4 Ellipsoidal
- LED Up Lighting Package - 6 lights
- LED Wash Light

## Audio
- PC Audio Package with House Sound
- 6 Channel Compact Recording Mixer
- Passive Direct Box
- Small Audio Cable Lot
- House Sound System
- Podium Microphone
- Gooseneck Microphone

## Equipment And Sales Subtotal
- **Video Subtotal** $4,350.50
- Scenic Subtotal $0.00
- Lighting Subtotal $596.00
- Audio Subtotal $354.75
- **Equipment And Sales Subtotal** $5,301.25

## Labor

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<th>OT Hrs</th>
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<td>2 local 110 projectionists to set, operate and teardown</td>
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<tr>
<td>2</td>
<td>Technician To Set/Strike</td>
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## Labor Subtotal
- **Labor Subtotal** $5,365.00
- **Total Estimate** $16,599.46

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Encore
Prepared For: American Society of Civil Engineers
Quote No: 2031-13834
Total Estimate: $16,599.46

Thursday, October 13, 2022
2 Projectionist - Operate
2 local 110 projectionists to set, operate and teardown
2 Technician To Set/Strike
Labor is estimated. Final charges will be determined by the actual hours worked beyond the required minimums. Union operators require a one-hour meal break not less than 3 hours and not more than 5 hours after the initial call time or meal penalties will apply.
Order Note

Any discounts or special pricing applied to this order are only valid for this date, meeting, and location.

Equipment and labor have been estimate based on preliminary specifications from an RFP. Equipment and labor are subject to change pending final specifications.

The Sheraton Grand Chicago is a Union Jurisdictional facility, to which guests are required to use audiovisual production crews from Local Unions.

Local 110 Dedicated Projectionist required per union regulation for all set, operation and strike responsibilities wherein projection/video support is provided. (1) technician per screen on set or strike days in any ballroom space.

A union technician must handle all audiovisual operating positions. In the case where a group is utilizing their own technician/a third party audiovisual vendor to operate, a union shadow position is necessary.

Local 2 Stagehands are required per union regulation for all set, operation and strike responsibilities wherein audio, lighting, or stage set is part of an event solution.

Labor is estimated. Final charges will be determined by the actual hours worked beyond the required minimums. Union operators require a one-hour meal break not less than 3 hours and not more than 5 hours after the initial call time or meal penalties will apply.

This quote does not contain Power Services for the ballroom level AV (4th floor). It also does not contain Power for non-Encore equipment (for example, power strips around a table, charging stations, etc.) To obtain a quote for these Power Services, please contact the Sheraton's In-House Power/Electrical provider, Tina Fehil with GES (Global Experience Specialists) – Tina can be reached at Cfehil@ges.com. GES also handles stagewash labor when lights are hung from Sheraton Ballroom unistrut if applicable.

<table>
<thead>
<tr>
<th></th>
<th>Gross</th>
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<td><strong>Total Estimate</strong></td>
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<td></td>
<td><strong>$16,599.46</strong></td>
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*Service Charges are NOT gratuities and are not paid in whole or in part to employees of Encore or employees of any other party.

Thank you for your business.
GENERAL TERMS AND CONDITIONS

1. ACCEPTANCE. This Event Quote will be valid for a period of thirty (30) days from the date of the Event Quote or until December 31 of the calendar year in which the Event Quote was issued, whichever is earlier (“Acceptance Period”). These General Terms and Conditions (“Terms”) govern the provision of equipment, labor, and services to be provided by Encore Group (USA) LLC (“Encore”) to the customer (“Customer”) for the event (“Event”) at the venue (“Venue”), as each is specified in the Event Quote (or similar ordering document) to which these Terms are attached, and form an integral part of such Event Quote or similar ordering document. In the event that this Event Quote is not accepted, signed and returned to Encore within the Acceptance Period, it will be void. All prices are subject to change without notice following the Acceptance Period. Encore agrees to provide and Customer agrees to pay for, the charges for equipment, labor, and services specified in the Event Quote. The Event Quote and these Terms may be collectively referred to as the “Agreement.”

2. ESTIMATE. Encore developed this Event Quote based upon information provided by the Customer. This Event Quote is only an estimate of equipment and services Encore will provide in connection with the Event. Therefore, any estimate provided to Customer in connection with the expected service hours, labor hours and/or number of days the Equipment is rented is solely an estimate. If the actual hours, actual quantities of Equipment rented hereunder or actual days the Equipment is rented is greater than the amount indicated in any proposal or quote, Customer will be charged for those overages at Encore’s standard rates, less any applicable discounts. In the case where Customer requests and Encore provides, equipment, services, or labor in connection with the Event that is in excess of what is specified in the Event Quote, the parties will execute updated/amended forms or change orders as needed to indicate approval of these additional terms. Customer will be charged and pay for all such additional equipment, services, or labor (including rental fees and freight) at Encore’s prevailing standard rates, whether or not any additional forms are executed. Unless otherwise itemized on the Event Quote, all pricing excludes sales tax, freight, shipping/handling, and electrical charges (if applicable to the Event), which will be charged to, and payable by, Customer upon final invoice. Sales tax-exempt entities must submit sales tax exemption certificates prior to the commencement of the Event. If Customer does not send tax exemption certificates to Encore prior to commencement of the Event, sales tax will be charged to, and payable by, the Customer, and will be included in the final invoice.

3. LABOR RATES. Hourly labor rates, minimum calls, overtime labor rates, daily labor rates, and per diems apply, and Encore bases them upon prevailing rates and practices at the Venue and of the Encore business division providing the equipment and services. Encore developed labor estimates based on information provided by the Customer. All labor calls are subject to a minimum charge period based on the Venue rules, Encore servicing division policies, and union rules, as they may apply. In the event that a labor resource works more hours than priced in the Event Quote, Encore will bill the Customer and will pay for the appropriate prevailing or premium rate for the additional hours worked.

4. EVENT TECHNOLOGY SUPPORT. If Event Technology Support (ETS) is listed on your Event Quote, then this Section 4 shall apply. ETS covers additional support elements for the Event including, but not limited to, daily gear preparation, equipment testing, and related consumable items necessary for the Event. ETS charges are not gratuities and are NOT paid in whole or in part to Encore (or other) employees in connection with the Event, and amounts comprising ETS are not otherwise shared with Encore (or other) employees.

5. SERVICE CHARGES. If Service Charges are listed on your Event Quote, then this Section 5 shall apply. The Venue or Encore may bill service charges in association with an Event. Service charges are NOT gratuities that are paid in whole or in part to Encore or other employees in connection with the Event.

6. ADMINISTRATION FEES. If Administration Fees are listed on your Event Quote, then this Section 6 shall apply. Administration Fees are billed in association with all Events and cover general, administrative and overhead expenses incurred in connection with the equipment and services provided by Encore and its operations. These fees are not gratuities and are not received by Encore employees.

7. LOSS DAMAGE WAIVER (LDW). If LDW is quoted in the Event Quote and is accepted by Customer, then Encore will waive charges for loss or damage to Encore-owned equipment provided that: (1) if any loss or damage occurs, Customer agrees it will be required to participate in any investigation by Encore, facility security, insurers, or other authorities; and (2) if Encore determines that the loss or damage was intentionally caused by Customer or its representatives, the LDW will not apply and Customer will be fully responsible for all such loss or damage.

8. EQUIPMENT RATES. This Section 8 does not apply to a fully virtual event. Unless otherwise noted, Encore bases all rates upon per-room, per-day calculations with the minimum rental period being one calendar day. A day rental period consists of all or any portion of each 24-hour period starting at 12:00 AM to 11:59 PM. Customer agrees to pay the rental fees described in the Event Quote for the stipulated period. Any equipment that is used or retained by Customer for a longer period will be subject to Encore’s prevailing rates until Customer returns the equipment.

9. EQUIPMENT HANDLING. This Section 9 does not apply to a fully virtual event. Encore personnel must handle all equipment. Customer may not move, store, or service the equipment or any other party. Customer may not operate the equipment unless authorized in writing by Encore. Customer will incur additional charges if Customer violates this requirement. Customer permits Encore free access to the equipment at any time before, during, or after the Event for purposes of set/strike, maintenance, and routine checks. Encore retains all title and rights in and to the equipment and all related accessories.

10. DAMAGE & SECURITY. This Section 10 does not apply to a fully virtual event. Customer agrees that, prior to the beginning of the Event, it shall have the right to review and inspect the equipment with Encore personnel to confirm it is in good operating condition. Customer shall immediately notify Encore if any equipment is defective or not in good operating condition. Customer’s failure to review or inspect the equipment prior to the start of the event or notify Encore if the equipment is defective or not in good operating condition shall be deemed an acknowledgment that the equipment is in good operating condition. Customer will be responsible for all equipment that is damaged, lost, or stolen (whether by use, misuse, accident, or neglect), unless caused by Encore’s negligence. In addition to amounts due to Encore in connection with the Event Quote, Customer agrees to pay Encore, upon demand, all amounts incurred by Encore on account of lost, damaged and stolen equipment, based upon repair costs for repairable equipment or full replacement cost for lost or irreparable equipment. In addition, Customer will be responsible for rental fees while an Encore-authorized company repairs or replaces equipment as required. If Customer requires security or Encore deems security necessary during an event, Customer will be responsible for all costs in connection with the provision of security.

11. EQUIPMENT FAILURE. Encore maintains and services its equipment in accordance with the manufacturer’s specifications and standard industry practice. However, Encore does not warrant or guarantee that the equipment or services Encore provides will be free of defect, malfunction, or operator error. If the equipment malfunctions or does not operate properly during the Event for any reason, Customer agrees to immediately notify an Encore representative. Encore will attempt to remedy the problem as soon as possible so that no problems interrupt the Event. Customer agrees and acknowledges that Encore assumes no responsibility or liability for any loss, cost, damage, or injury to persons or property in connection with the Event because of inoperative equipment or other service issues.

12. PAYMENT. (a) Master Account Following the Event, Encore may issue Customer an “Event Order” which summarizes all actual charges. If the Venue requires Customer to establish a “Master Account” with the Venue, the Venue will be Encore’s agent for payment. Encore will invoice the Venue, and the Venue will invoice Customer. Customer will pay the Venue. Customer must notify Encore prior to the Event if Customer did not secure a Master Account with the Venue in order to confirm direct billing arrangements. Upon conclusion of the Event, if Customer has established a Master Account, then Customer will make full and final payment to Encore through such Master Account with the Venue in
accordance with the Venue’s payment terms; (b) Direct Bill – If the Venue is not invoicing Customer through a Master Account with the Venue, Customer will be directly billed for all equipment rental, labor, or services provided by Encore, and must establish credit with Encore by completing a credit application at least 30 days prior to the first day of the Event or at signing of the Event Quote if that date is within 30 days of the Event start date. Based on the results of the credit application, Encore may require Customer to make a deposit payment of up to the full amount at least 30 days prior to the first day of the Event, or at signing of the Event Quote if such date is within 30 days of the first day of the Event. Encore will credit the deposit received to the final invoice for the Event. Encore requires Customer to make full and final payment to Encore within the terms determined by Encore from Customer’s credit application; and (c) Late Payment – If Customer fails to make payment by the specified payment date outstanding balances will be subject to late payment charges in an amount equal to one percent (1%) per month or a lesser amount as required by law.

13. CREDIT CARDS. Encore accepts credit cards (Visa, Master Card, American Express, or Discover) as payment for invoices in certain situations, such as COD orders and orders under $50,000. For non-COD orders and orders over $50,000, Customer will pay by ACH or by check as directed by Encore. There may be circumstances in which Customer may pay orders over $50,000, but Encore must approve such payment arrangements in writing in advance.

14. CREDIT CHECK. Encore reserves the right to run a credit check before this Agreement is signed and at any time after the Agreement is signed, so long as this Agreement is in effect or Customer has outstanding funds due to Encore. Should Encore determine that Customer’s credit history is such that Encore must modify the payment terms included above, Customer agrees to work with Encore reasonably and in good faith to update the payment terms. Customer specifically authorizes Encore to prepare and file without Customer’s signature any Uniform Commercial Code (“UCC”) financing statement amendments to Customer’s existing UCC financing statements and any other filings or recordings in all jurisdictions where Encore determines necessary or desirable, and authorizes Encore to describe the collateral in such filings in any manner as Encore determines appropriate. If Customer fails to make payment by the specified payment date, outstanding balances will be subject to late payment charges in an amount equal to one percent (1%) per month or a lesser amount as required by law.

15. EVENT CANCELLATION. If Customer cancels the Event or the provision of audiovisual equipment, labor, or services by Encore 30 days or more before the first day of the Event, no cancellation charges will apply, except for any expenses actually incurred or services actually rendered by Encore, which will be payable by Customer. Cancellations received 29 to 15 days before the first day of the Event will be subject to a cancellation charge equal to 50% of the charges contained in the Event Quote. Cancellations received 14 to 3 days before the first day of the Event will be subject to a cancellation charge of 75% of the charges contained in the Event Quote. Cancellations received less than 3 days (72 hours) before the first day of the Event or the start of load-in, whichever is earlier, or after equipment has departed from its storage facility, will be subject to a cancellation charge equal to 100% of the total charges set out in the Event Quote. Customer agrees and acknowledges that the cancellation charges described in this paragraph are reasonable and appropriate under the circumstances if Customer cancels the Event or cancels the provision of audiovisual equipment, labor, or services by Encore, and that such charges are not a penalty. Cancellation fees, including fees to cover any incurred Encore costs, will be due immediately upon any such cancellation by Customer. ALL CANCELLATION NOTICES MUST BE IN WRITING AND RECEIVED BY ENCORE’S ONSITE REPRESENTATIVES BEFORE BECOMING EFFECTIVE. IF ANY CUSTOM SETS, GOBOS, OR OTHER CUSTOM MATERIALS HAVE BEEN ORDERED FOR AN EVENT, AN ADDITIONAL CANCELLATION FEE WILL BE APPLICABLE AND DUE TO ENCORE REGARDLESS OF THE DATE OF CANCELLATION IN AN AMOUNT EQUAL TO THE DIRECT AND INDIRECT COSTS INCURRED BY ENCORE OR ITS AFFILIATES IN SECURING OR CONSTRUCTING SUCH CUSTOM MATERIALS PLUS A 15% RESTOCKING FEE.

16. CHANGES TO EVENT QUOTE. Customer may request changes to equipment, labor, or services specified in the Event Quote, and the cancellation charges in Section 15 will not apply if Customer signs a revised Event Quote within 24 hours of the first day of the Event and provided that the total charges in the revised Event Quote are not less than ninety percent (90%) of the charges in the original Event Quote. Encore will use commercially reasonable efforts to accommodate all such Customer requests but will not be liable to Customer for any failure to do so.

17. INDEMNIFICATION. Customer and Encore hereby forever agree to indemnify, defend, and hold harmless the other for any and all third party claims, losses, costs (including reasonable attorneys’ fees and costs), damages, or injury to property and persons (including death) as a result of the negligent acts, errors, or omissions of the indemnifying party and its respective employees, agents, representatives, and contractors. Customer also agrees to indemnify, defend, and hold harmless Encore against all claims for copyright, patent, or other intellectual property infringement including claims for licenses and royalties, as a result of Encore’s use of any and all Customer-provided materials such as images, recordings, transmissions, videos, software, hardware, or any other form of intellectual property, etc., in connection with the Event.

18. LIMITATION OF LIABILITY. Under no circumstances will either party be liable to each other for any indirect, exemplary, reliance, special, or consequential damages (including, but not limited to, loss of revenues or profits, interest, use, or other consequential economic loss) however caused, whether arising in contract, tort, or otherwise, and even if such damages are foreseeable to such party or such party has been advised of the possibility of such damages. EACH PARTY’S TOTAL LIABILITY IN THE AGGREGATE FOR ANY AND ALL CLAIMS ARISING OUT OF OR IN CONNECTION WITH AN EVENT QUOTATION AND THE EVENT ITSELF WITH RESPECT TO ANY EXPENSE, DAMAGE, LOSS, INJURY, OR LIABILITY OF ANY KIND (INCLUDING INDEMNIFICATION OBLIGATIONS) WILL BE LIMITED TO AND WILL NOT EXCEED AN AMOUNT THAT IS EQUIVALENT TO THE CHARGES TO BE PAID BY CUSTOMER IN RESPECT OF THE APPLICABLE EVENT.

19. COOPERATION IN INVESTIGATIONS. Encore and Customer each agree to promptly notify the other of any incidents, physical injuries, property damage, claims, demands, losses, causes of action, general damages, and expenses that may arise during Encore’s performance of the services for Customer. Encore and Customer further agree to work together on the investigation of any such matters unless its own legal counsel, any law enforcement, or any other authority otherwise instructs either party.

20. INTELLECTUAL PROPERTY. Customer allows Encore to use the trademarks, trade names, service marks, and other intellectual property provided by Customer to Encore for the purposes of carrying out Encore’s duties under this Event Quote and as otherwise requested by Customer. By signing this Agreement, Customer agrees that it has full authority to use the trademarks, trade names, service marks, and other intellectual property given to Encore for use in connection with the Encore Services under this Agreement. Further, Customer permits Encore to include photos, renderings of set designs and other elements of Customer’s event(s) as Encore may reasonably require in showing current or prospective customers examples of Encore’s work.

21. NO OTHER WARRANTY. EXCEPT AS EXPRESSLY SET FORTH IN THESE TERMS, THE EQUIPMENT, LABOR, AND SERVICES ARE PROVIDED BY ENCORE ON AN “AS IS” AND “AS AVAILABLE” BASIS, AND Encore DISCLAIMS ALL OTHER WARRANTIES, REPRESENTATIONS, OR CONDITIONS OF ANY KIND, WHETHER EXPRESS OR IMPLIED.

22. FORCE MAJEURE. The parties’ performance under this Agreement is subject to governmental actions, applicable law, ordinances, or regulations; acts of God, hurricanes, earthquakes, other adverse weather conditions; war or terrorism; strikes or other labor disputes; third party failures; or any other emergency of comparable nature beyond the parties’ control; in each instance making it impossible, illegal or impracticable to perform its obligations under this Agreement (“Force Majeure Event”). In the event of the occurrence of a Force Majeure Event, the parties agree that, if possible, the Event that is the subject of this Agreement will be rescheduled at the first available opportunity suitable for each party; if the parties are unable to reschedule, this Agreement may be terminated upon reasonable written notice without a cancellation charge as set forth herein, provided that in the event of any cancellation or postponement of the Event or termination of this Agreement due to a Force Majeure Event, Encore will return to Customer any and all prepayments and deposits
23. INTERNET NETWORK EQUIPMENT AND SERVICES. In the event this Agreement includes internet network equipment and/or services, Customer understands and agrees as follows: (a) Every device connected to the venue’s internet network must have purchased connectivity and/or bandwidth from Encore; (b) No customer provided servers, routers, managed switches or security appliances are allowed without prior written approval from Encore; (c) Network appliances have the potential to adversely affect more than the subnet to which they are connected. Accordingly, Encore reserves the right to disconnect any equipment that, in Encore’s sole discretion, is found to be causing overall network problems without any refunds for services that have been disconnected; (d) Customer agrees not to share, resell, extend, bridge or otherwise misuse Encore’s connections and/or services. Encore, in its sole discretion, reserves the right to disconnect any Customer found to have violated this Agreement or usage equipment without any refunds for services that have been disconnected; (e) Specific service location is defined as the area in the booth, room, meeting space, or other area designated by the Customer. Service extended beyond rooms, air walls, doorways, walkways or an extended distance from the originally agreed upon drop point will incur an additional fee; (f) Encore is not responsible for any cable and/or equipment provided by Customer or any third party; (g) The network may only be used for lawful purposes and in accordance with these terms and conditions. Transmission of any materials in violation of any local, state, federal or international laws or regulations is strictly prohibited. This includes, but is not limited to, copyrighted materials, materials judged to be threatening or obscene, or materials protected by trade secret or confidentiality obligations; (h) WIRELESS (802.11) DECLARATION. Wireless internet service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Encore cannot guarantee that interference will not occur, Encore does not recommend wireless service for mission critical services such as product presentations or demonstrations. For demonstrations or to present products and other mission critical activity via the internet, Encore highly recommends Customer purchases hardwired services. If you are unsure which product best suits your needs, please contact Encore’s on-site representative. Customer provided access points are prohibited for use within the Event facility without Encore’s advance written approval. Approvals may incur a site survey or engineering fee.

24. VIRTUAL HYBRID MEETINGS AND SERVICES. In the event this Agreement includes virtual and/or hybrid meetings and related services, the Customer understands and agrees as follows: (a) Network appliances have the potential to adversely affect more than the subnet to which they are connected. Accordingly, Encore reserves the right to disconnect any equipment that, in Encore’s sole discretion, is found to be causing overall network problems without any refunds for services that have been disconnected; (b) Customer agrees not to share, resell, extend, bridge or otherwise misuse Encore’s equipment, platforms, applications, connections and/or services. Encore, in its sole discretion, reserves the right to disconnect any Customer or attendee found to have violated this Agreement or and usage restrictions without any refunds for services that have been disconnected; (c) Encore is not responsible for any Event interruptions or transmission failures due to (i) the operation or failure of any cable, equipment, or software/conferencing platform provided by Customer, a presenter, or any third party, or (ii) a power surge, interruption, or failure at the location of any attendee or presenter; (d) The virtual and/or hybrid meeting platforms, applications, and services may only be used for lawful purposes and in accordance with these terms and conditions. Transmission of any materials in violation of any local, state, federal or international laws or regulations is strictly prohibited. This may include, but is not limited to, copyrighted materials, materials judged to be threatening or obscene, trade secrets, or materials protected by trade secret or confidentiality obligations; (e) Internet speed and functionality at the Customer’s, presenter’s or attendee’s location can greatly impact the quality of the Event, and accordingly, Encore is not responsible for any Event interruptions or transmission failures due to internet speeds, latency, connections, or failures at the Customer’s remote location, or at the remote location of any presenter or attendee, or at any location where Encore does not manage the internet services.

25. CUSTOMER MATERIAL HANDLING. Unless this Agreement expressly includes or otherwise necessitates Encore’s handling of Customer’s materials in connection with the provision of services, Customer shall not ask Encore to handle or assist in handling Customer’s materials and Encore assumes no responsibility for loss, damage, theft, or disappearance for any such materials. In the event Encore handles Customer’s materials as part of this Agreement, Encore’s maximum liability for loss or damage to such materials and Customer’s sole and exclusive remedy is limited to $1,500.00 (USD) per pound per article with a maximum liability of $100.00 (USD) per item, or $1,500.00 per shipment, whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

26. GOVERNING LAW. This Agreement shall be governed and interpreted in accordance with the laws of the state where the Event is located, without regard to principals of conflicts of laws. If the Event is a virtual event (or a hybrid in-person/virtual event) and the majority of the Event attendees are located in two or more states, this Agreement shall be governed by and construed and enforced in accordance with the substantive laws of the State of Illinois without regard to principles of conflicts of laws.

27. MISCELLANEOUS. This Agreement (as may be subsequently amended or supplemented as mutually-agreed) are the entire agreement between the parties and supersed all prior agreements, amendments, purchase orders, written communications of any kind, or other terms previously entered into by the parties for the same services, and may only be modified by written agreement signed between the parties. For the avoidance of doubt, handwritten changes to these Terms or an Event Quote are expressly rejected unless signed or initialed by both parties. The terms of any purchase order or other document issued by Customer will not bind Encore unless otherwise expressly agreed to by Encore in a signed writing. Customer agrees that the Agreement and related documents may be digitally scanned and transmitted to Customer following signing by Customer, and that on acceptance by Encore of such signed Event Quote in digital, facsimile, or other form, such signed Event Quote in Encore’s possession will be deemed for all purposes to be an executed original. In the event any provision of this Agreement is unenforceable or inoperative as a matter of law, the remaining provisions shall remain in full force and effect and be construed as though such unenforceable or inoperative provisions had never been a part of this Agreement. All provisions of this Agreement related to indemnification, disclaimers and limitations on liability and all other obligations of the Parties that arise in connection with Encore’s provisions of Equipment and/or Services survive the termination of this Agreement.

28. ADDITIONAL TERMS AND CONDITIONS. From time to time, Encore may also include additional Event-specific terms in an updated Event Quote. When Customer requests additional services, Customer understands and agrees to any additional provisions contained within the updated Event Quote.

Additional services, Customer understands and agrees to any additional provisions contained within the updated Event Quote.
I acknowledge that I have been offered and refused to purchase Loss Damage Waiver (LDW). I understand that I will be held fully liable for any damage and/or loss to the above listed rented equipment.

Signed Acceptance must be received prior to delivery of equipment to Customer/show site.

Signature as Acceptance of the Proposal and Terms

Date of Acceptance
Newsletter Committee Report
May 2, 2022

Newsletter Updates

- Articles for the Summer Newsletter are due to me by Friday, May 13th. I sent a notice to all individuals responsible for providing an article on Monday, April 11th.
- The Student Outreach committee will provide an article for the Summer Newsletter in lieu of the Spring Newsletter due to topic readiness.
- The general schedule and guidelines for submitting newsletter articles are included below for reference.

Respectfully submitted,
Katie Bell
Newsletter Committee Chair

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- Articles should be double spaced, 11-point Times New Roman font.
- All articles should include a biographical sentence about the author(s) and three “bullet points” of the article’s main points (to be used as grabber text)
- Articles should be industry-related, not company-related.
- Primary articles should be 2-3 typed pages, secondary articles and other articles should be 1-1.5 pages

Respectfully submitted,
Katie Bell
Newsletter Committee Chair
Illinois Legislation Tracker

Local Activities:

- Report Card Launch was very successful! Thanks to Colleen Miller and the Launch committee for work on the event. Thanks to the Report Card committee and all of the subcommittees for their work on the report.
- The Report Card effort is not over. GR will continue to collaborate with report card committee regarding ongoing advocacy.

Society/Federal Government Relations:

- The Office of Management and Budget (OMB) issued new guidance on Monday, April 18th for federal agencies to implement “Build America, Buy America Act” provisions in the Infrastructure Investment and Jobs Act (IIJA).
- White House Council on Environmental Quality (CEQ) announced a finalized Phase 1 rule on implementation of the National Environmental Policy Act (NEPA), which requires federal agencies to assess environmental impacts of proposed projects and actions.
- The American Association of State Highway and Transportation Officials sent a 30-page paper to the U.S. Department of Transportation on April 1 outlining a host of implementation recommendations for the $1.2 trillion Infrastructure Investment and Jobs Act or IIJA enacted in November 2021. More
- Minnesota released their report card, with an overall grade of C.
- Transportation and construction officials discussed workforce issues at House Subcommittee hearing.
- ASCE has created an IIJA Implementation Resource Center.
- Key Contacts receive weekly newsletter and requests to send emails to Members of Congress on key issues and legislation.
- May 25 Key Contact Webinar: ASCE’s IIJA Implementation Series: Building A More Resilient Grid

TFIC/State Government Relations:

- The Illinois Supreme Court rule that the Safe Roads Amendment applies to Home Rule units of Local Government. The full press release can be viewed here and the Supreme Court decision can be viewed here.
- The Illinois General Assembly adjourned at 6:00am on Saturday, April 9th. As part of the budget deal agreed to by Governor Pritzker, Senate President Harmon, and Speaker Welch, the scheduled increase to the motor fuel tax will not take place on July 1, 2022. It will instead take place on January 1, 2023, and again on July 1, 2023. The proceeds from the Leaking Underground Storage Tank Fund (1.1 cents per gallon) will go to the Transportation Renewal Fund from July 1, 2022, to July 1, 2023.
- Chicago will distribute 5,000 free bicycles, helmets, locks and lights to promote “sustainable modes of transportation” and bolster its reputation as a cycling city, a top mayoral aide said Thursday by Transportation Commissioner Gia Biagi.
- IDOT revenue tracker is here.

Respectfully Submitted,
Matt Kirby, PE, MLE, M.ASCE
IS-ASCE Government Relations Chair

Government Relations Committee Report
May 2, 2022