

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1086218

Vendor Name: IL Community College Risk

Invoice Number: 68

Invoice Date: 10/18/18

PO Number:

Check Number: 0241920

Check Amount: \$ 75,149.60

Check Date: 10/22/2018

Department ID:

Reviewer Name:

Voucher Number: V0535486

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

College of DuPage - Accounts Payable
Check Request Form
revised 12/18/17

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Vendor Payment - Check Request Procedure No. 10-65

Date: 10/18/2018
Vendor ID: 1086218-ICCRMC

Invoice Number	P.O. Number/ Req. Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
<u>7168</u>		01	90	00833	5605001	General Insurance Exps	\$75,149.60

Grand Total

\$ 75,149.60

--- **AP VERIFIED** ---
--- \$1,000 and Greater for Vendors of Division Vice President Required ---

Check the appropriate box below and sign

10/23/18 - BETHANY CRUSE

☒ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.

☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Payee Name: Illinois Community College Risk
Management Consortium

Other
Instructions: _____

Payee Address: C/O Nugent Consulting Grp Llc 2409
Peachtree Lane Northbrook, IL 60062

Description on Check:

ICCRMC Insurance Premium ELL ~~7/1/2018 - 6/30/2019~~ 7/1/17 - 12/31/17

Approvals:

Prepared By: Robert Hayley

Approved By: Phil Gieschen

Date: _____

Signature: _____

Signature: Phil Gieschen

10/18/2018

Payment Due: _____

Approved By: _____

Phil Gieschen

Date: _____

Board Approved Date: 9/20/2018

Signature: _____

Approved By Division VP: _____

Dr. Brian W. Caputo

Date: _____

Signature: Brian W. Caputo

10/18/18

Return Approved Request and All Supporting Documents to: Accounts Payable (SRC 2132 A), acctpay@cod.edu

Illinois Community College Risk Management
Consortium
c/o Nugent Consulting Group
2409 Peachtree Lane
IL 60062

Invoice

Date	Invoice #
1/29/2018	68

Bill To
College of DuPage Brian Caputo 425 22nd Street Glen Ellyn, IL 60137

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	LEL Deductible Reimbursement July 1 2017 - Dec 31 2017	75,149.60	75,149.60
		Total	\$75,149.60

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Educators Legal Liability Coverage deductible

2. **REASON FOR CONSIDERATION**

The Board of Trustees must authorize payments above \$25,000.00

3. **BACKGROUND INFORMATION**

The College is a member of the Illinois Community College Risk Management Consortium (ICCRMC). ICCRMC serves as a mechanism for many community colleges in the state to share risks related to property and casualty exposures.

College of DuPage has a \$125,000 deductible for Educators Legal Liability (ELL) coverage. The deductible includes attorney fees. At this time, \$75,149.60 is due to ICCRMC for the College's allocable share of ELL attorney fees for the period from July 1, 2017 to December 31, 2017.

This coverage supports Goal #8 Infrastructure of the Strategic Long Range Plan: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events.

Budget Status

GL Account	FY2017	Annual Budget	FY2018	Available Balance
	YTD Spend		YTD Spend	
01-90-00833-5605001	\$ -	\$ 276,000	\$ 199,542	\$ 76,458
<i>General Institutional - Ed: General Insurance Exp.</i>				
FY2018 Request				<u>\$ 75,149</u>

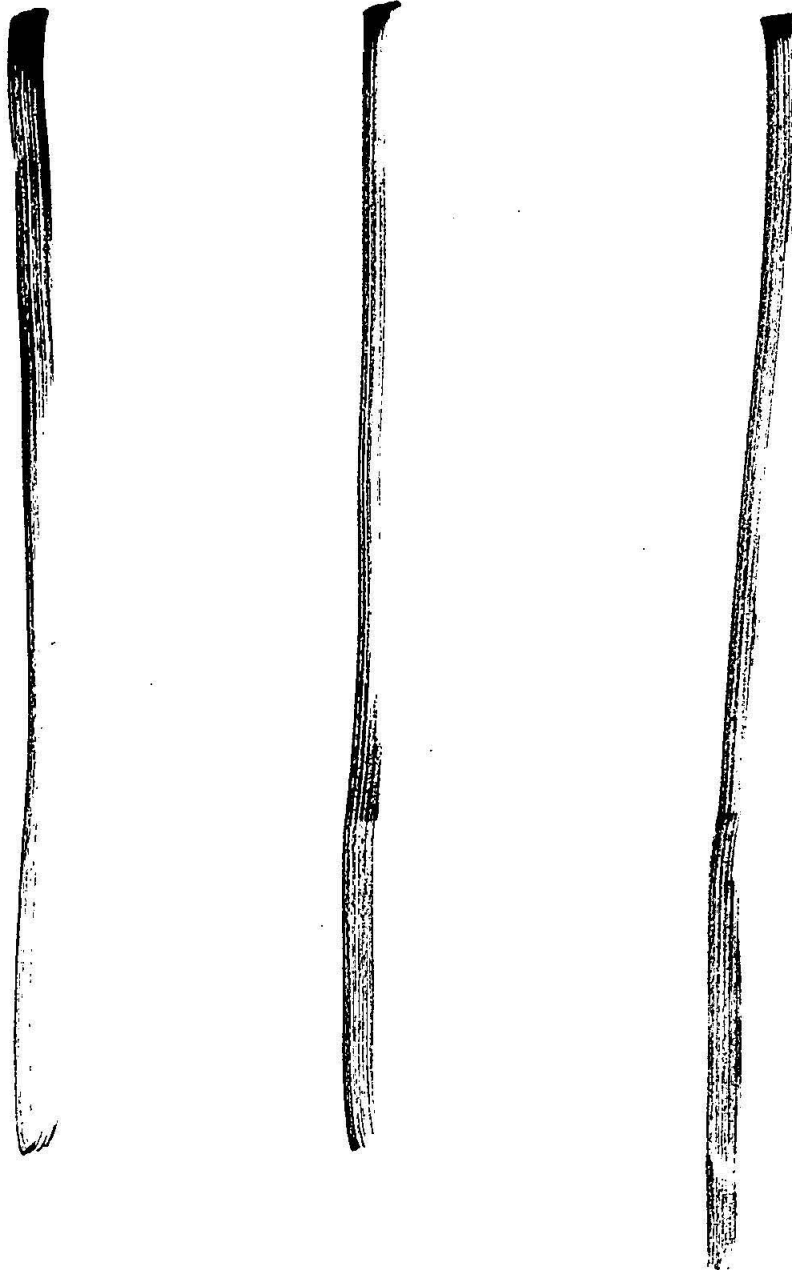
*YTD Spend equals actuals plus committed as of 08/16/2018.

**FY2017 Insurance charges were expensed to a different account.

4. RECOMMENDATION

That the Board of Trustees approves the payment of \$75,149.60 for reimbursement of Educators Legal Liability Coverage deductible to Illinois Community College Risk Management Consortium, c/o Nugent Consulting Group, 2409 Peachtree Lane, Northbrook, IL 60062.

Staff Contact: Brian Caputo, Vice President, Administration & Treasurer (CFO)
Philip Gieschen, Coordinator / Risk Management

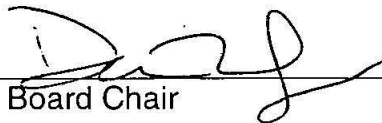


BOARD APPROVAL

SIGNATURE PAGE FOR

ITEM(S) ON REQUEST

That the Board of Trustees approves the payment of \$75,149.60 for reimbursement of Educators Legal Liability Coverage deductible to Illinois Community College Risk Management Consortium, c/o Nugent Consulting Group, 2409 Peachtree Lane, Northbrook, IL 60062.


Board Chair

9/20/18
Date

Christine M. Feme
Board Secretary

9/20/18
Date

BOARD ITEM REVIEW ROUTING FORM

Item Subject: Educators Legal Liability Coverage deductible

Requesting Department: Environmental Health and Safety

Contact Name: Philip Gieschen Phone: X2993

Email Address: giesche@cod.edu

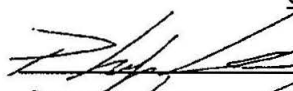

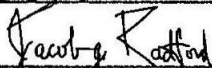

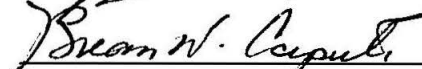
Date Initiated: 8/7/2018 Board Meeting Date Requested: 8/16/2018

Please Note: Board item must be in Purchasing for review no later than 17 days before the intended Board Meeting.

Item Type: Bid ☐ RFP/RFQ ☐ Consortium ☒

Other (Please describe) _____

Routing List for Review:

<u>Print</u>	<u>Sign/Date</u>
Requester: <u>Philip Gieschen</u>	 <u>8/7/2018</u>
Dept. Mgr.: <u>Philip Gieschen</u>	 <u>8/7/2018</u>
Purchasing: <u>Jacoby Radford</u>	 <u>8/13/18</u>
Business Affairs: <u>Ellen Roberts</u>	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> APPROVED <small>By E. Roberts at 8:16 am, Aug 14, 2018</small> </div>
Finance: <u>Robert Hayley</u>	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> APPROVED <small>By Robert Hayley at 7:53 am, Aug 24, 2018</small> </div>
Requester: <u>Philip Gieschen</u>	 <u>10-20-2018</u>
Dept. V.P.: <u>Brian Caputo</u>	 _____

Department Vice President will forward final Board Item to President's Office