

PAYMENT
#1

Document # 232185
Vendor # 020030
Entered by SV

Payment Request Form

Payment by (attach receipts to this form):

Date: MARCH 3, 2020

☒ Invoice

☐ Library Credit Card. Employee name on card: _____

☐ Store account at: _____

☐ Reimbursement

☐ Payment in advance

PAYMENT
#2

Document # 232186
Vendor # 020030
Entered by SV

Payable to: _____

Street Address: _____

City, State, Zip Code: _____

Item	Budget Account #	Amount
RGW CONSULTING LLC	971-5315	\$3100.00
RGW CONSULTING LLC ✓ #2	971-5315	\$3100.00

Total Payment: \$3100.00 \$6200.00

Comments: _____

Purchased by: J MILAUER

Department: ADMIN

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

Payment Request Form

Payment by (attach receipts to this form):

Date: 11-12-20

☒ Invoice

☐ Library Credit Card. Employee name on card: _____

☐ Store account at: _____

☐ Reimbursement

☐ Payment in advance

Document # 239226
Vendor # 020030
Entered by SPA
INV# CONSULTING.1120

Payable to: _____

Street Address: _____

City, State, Zip Code: _____

Item	Budget Account #	Amount
DEI CONSULTING	971-5315	\$10,000.00

Total Payment: \$10000.00

Comments: _____

Purchased by: _____ Department: _____

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

Payment Request Form

Payment by (attach receipts to this form):

Date: 12-3-20

☒ Invoice

☐ Library Credit Card. Employee name on card: _____

☐ Store account at: _____

☐ Reimbursement

☐ Payment in advance

Document # 240261
Vendor # 020030
Entered by SJA
JAN 5 CONSULTING . 1220

Payable to: _____

Street Address: _____

City, State, Zip Code: _____

Item	Budget Account #	Amount
CONSULTING Fees PAYMENT PLAN	971-5315	\$2083.00

Total Payment: _____

Comments: _____

Purchased by: _____ Department: _____

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

Payment Request Form

Payment by (attach receipts to this form):

Date: 2/5/21

☐ Invoice

☒ Library Credit Card. Employee name on card: JULIE MILAVEC

☐ Store account at: _____

☐ Reimbursement

☐ Payment in advance

Payable to: _____

Street Address: _____

City, State, Zip Code: _____

Item	Budget Account #	Amount
DEI CONSULTING - MONTHLY PAYMENT	971-5315	\$2083.00

Total Payment: \$2083.00

Comments: _____

Purchased by: _____ Department: _____

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

Payment Request Form

Payment by (attach receipts to this form):

Date: 2-9-21



Invoice



Library Credit Card. Employee name on card: _____



Store account at: _____



Reimbursement



Payment in advance

Document # 242277

Vendor # 020030

Entered by SPA

INV# 115420-000247

Payable to: _____

Street Address: _____

City, State, Zip Code: _____

Item	Budget Account #	Amount
DEI CONSULTING MONTHLY FEE	971-5315	\$2083.00

Total Payment: _____

Comments: _____

Purchased by: _____

Department: _____

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

Payment Request Form

Payment by (attach receipts to this form):

Date: 3-15-21

☒ Invoice

☐ Library Credit Card. Employee name on card: _____

☐ Store account at: _____

☐ Reimbursement

☐ Payment in advance

Document # 243542

Vendor # 020030

Entered by SJA

INV # 115420-000249

Payable to: _____

Street Address: _____

City, State, Zip Code: _____

Item	Budget Account #	Amount
DEI CONSULTING MONTHLY FEE	971-5315	\$2083.00

Total Payment: _____

Comments: _____

Purchased by: _____

Department: _____

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

Payment Request Form

Payment by (attach receipts to this form):

Date: 4/13/21

☒ Invoice

☐ Library Credit Card. Employee name on card: _____

☐ Store account at: _____

☐ Reimbursement

☐ Payment in advance

Payable to: RGW Consulting

Document # 244391

Vendor # 020030

Entered by SHA

INV# 115420-000246

Street Address: _____

City, State, Zip Code: _____

Item	Budget Account #	Amount
Monthly consulting plus additional services	971-5315	\$7,083.00

Total Payment: \$7,083.00

Comments: _____

Purchased by: _____ Department: _____

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

RGW Consulting LLC



rgwashington.com

Contract # 245521
Vendor # 020030
Entered by SPA



BILL TO
Katelyn Vabalaitis
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1083

DATE 05/15/2021 TERMS Net 30

DUE DATE 06/14/2021

DATE	DESCRIPTION	RATE	AMOUNT
	Monthly Installment For Payment Plan Established In Contract	3,300.00	3,300.00

TOTAL DUE \$3,300.00

971-5315
KV

RGW CONSULTING LLC



Document # 246602
Vendor # 020030
Entered by SJA

971-5315

1083-2

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1083

DATE 06/14/2021 TERMS Due on receipt

DUE DATE 06/14/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Installment Payment	Monthly Installment Payment For Services Agreed Upon In Contract	1	3,300.00	3,300.00
	Processing Fee	Fees For Credit Card & ACH Payments. Disregard If Paying By Check	1	99.00	99.00

TOTAL DUE

\$3,399.00

\$3300

↓
PAYING VIA CHECK
SO 99 dollar
CARD OR ACH
PROCESSING FEE
EXCLUDED FROM
TOTAL

RGW CONSULTING LLC

Document # 247239
Vendor # 020030
Entered by SPA

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1124

DATE 07/02/2021 TERMS Due on receipt

DUE DATE 07/16/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Installment Payment	Monthly Installment Payment For Services Agreed Upon In Contract	1	3,833.00	3,833.00
	Processing Fee	Fees For Credit Card & ACH Payments. Disregard If Paying By Check	1	191.05	191.05

TOTAL DUE

\$4,024.05

971-5315

RGW CONSULTING LLC

Document # 248494
Vendor # 020030
Entered by SLA

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1125

DATE 07/16/2021 TERMS Net 30

DUE DATE 08/15/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Installment Payment	Monthly Installment Payment For Services Agreed Upon In Contract	1	3,833.00	3,833.00
	Processing Fee	Fees For Credit Card & ACH Payments. Disregard If Paying By Check	1	191.05	191.05

Thank you for your continued partnership with RGW Consulting.

TOTAL DUE

\$4,024.05

971-5315
KV

RGW CONSULTING LLC

Document # 249965
Vendor # 020030
Entered by SPA

971-5315

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1126

DATE 08/16/2021 TERMS Net 30

DUE DATE 09/15/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Installment Payment	Monthly Installment Payment For Services Agreed Upon In Contract	1	3,833.00	3,833.00
	Processing Fee	Fees For Credit Card & ACH Payments. Disregard If Paying By Check	1	191.05	191.05

Thank you for your continued partnership with RGW Consulting.

TOTAL DUE

\$4,024.05

RGW CONSULTING LLC

971-5315

Document # 251037
Vendor # 020030
Entered by SJA

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1127

DATE 09/15/2021 TERMS Net 30

DUE DATE 10/15/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Installment Payment	Monthly Installment Payment For Services Agreed Upon In Contract	1	3,833.00	3,833.00
	Processing Fee	Fees For Credit Card & ACH Payments. Disregard If Paying By Check	1	191.05	191.05

Thank you for your continued partnership with RGW Consulting.

TOTAL DUE

\$4,024.05

RGW CONSULTING LLC



BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1128

DATE 10/16/2021 TERMS Net 30

DUE DATE 11/15/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Installment Payment	Monthly Installment Payment For Services Agreed Upon In Contract	1	3,833.00	3,833.00
	Processing Fee	Fees For Credit Card & ACH Payments. Disregard If Paying By Check	1	191.05	191.05

Thank you for your continued partnership with RGW Consulting.

TOTAL DUE

\$4,024.05

RGW CONSULTING LLC

Document # 251909
Vendor # 020030
Entered by SJA

971-5315

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1128

DATE 11/15/2021 TERMS Net 30

DUE DATE 11/15/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Monthly Installment Payment	Monthly Installment Payment For Services Agreed Upon In Contract	1	3,833.00	3,833.00
	Processing Fee	Fees For Credit Card & ACH Payments. Disregard If Paying By Check	1	191.05	191.05

Thank you for your continued partnership with RGW Consulting.

TOTAL DUE \$4,024.05

* INVOICE FROM PREVIOUS MONTH PRINTED AGAIN AND INVOICE # CHANGED MANUALLY. INVOICE # ALWAYS INCREASES BY ONE AND INVOICE WILL NOT BE GENERATED IN TIME FOR NOVEMBER MEETING. ONLY OTHER OPTION WOULD BE TO PAY \$191.05 CREDITCARD FEE.

Payment Request Form

Payment by (attach receipts to this form):

Date: 3-17-22

☒ Invoice

☐ Library Credit Card. Employee name on card: _____

☐ Store account at: _____

☐ Reimbursement

☐ Payment in advance

Document # 256561
Vendor # 020030
Entered by SHA
INV# DEPOSIT.0322

Payable to: RGB CONSULTING

Street Address: 163 S OAK PARK AVENUE

City, State, Zip Code: OAK PARK IL 60302

Item	Budget Account #	Amount
2022 DGPL ANTI - RACISM PHASE 2 DEPOSIT	971-5315	\$22,500

Total Payment: \$22,500.00

Comments: _____

Purchased by: _____ Department: _____

Approved by (Dept. Head initials): _____

Approved by Admin.: _____

=====

For Admin. Use Only

Paid by: _____

☐ Petty Cash Reimbursement Date: _____

☐ Warrant Number: _____

WORKPLAN ELEMENTS

RGW Consulting, LLC anticipates the following "back end preparations" in an effort to ensure effective implementation of the DEI work plan:

- Meeting Preparation Time: Content & Logistics both with the anti-racism advisory team, the affinity group leaders, and aside from DGPL in preparation for our work together
- The Development of a PR/Communications plan, alongside the anti-racism advisory team
- The Development of revised policies, protocols, processes, and procedures that are equity-based
- Evaluative Feedback and Reflection Loops between meeting sessions
- A Final meeting to discuss the holistic experience, as well as recommended next steps

COMPENSATION AGREEMENT

This yearlong work plan, to commence April 1st, 2022 and end on March 31st, 2023, is to be compensated at a total of \$45,000. A non-refundable deposit of \$22,500 is to be paid by April 1st, 2022, in order to secure the timeframe indicated for this work plan. The balance of \$22,500 is to be rendered on the 1st of each month at a rate of \$2,045.45 over the subsequent 11 months. All correspondence is to be sent to RGW's attention at the address indicated on this letterhead or emailed to [REDACTED]

(*A 3% service charge will be applied to all ACH transactions)

RGW

PROJECT BUDGET

RGW CONSULTING, LLC



DESCRIPTION

AMOUNT

- Policy, Protocols, and Procedures Auditing with the Anti-Racism Advisory Team

\$15,000.00

- Yearlong Strategic Planning Implementation

\$15,000.00

- Continued Affinity Groups

\$5,000.00

- Anti-Racism Advisory Team PR/Communications Plan Development & Implementation (extended from 2020)

\$10,000.00

2022 DGPL ANTI-RACISM
TRAJECTORY, PHASE 2

SUB TOTAL

\$45,000.00

TAX (0%)

\$0.00

GRAND TOTAL

\$45,000.00

NOTES:

RGW

RGW CONSULTING LLC



Document # 1700
Vendor # 20030
Entered by SPA

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1247

DATE 03/31/2022 TERMS Net 30

DUE DATE 05/01/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Consultancy Retainer	Monthly retainer for consultancy services	1	2,318.18	2,318.18

TOTAL DUE

\$2,318.18

971-5315
KW

971-5315

RGW CONSULTING LLC

Document # 2998
Vendor # 20030
Entered by SMA

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1248

DATE 03/31/2022 TERMS Net 30

DUE DATE 06/01/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Consultancy Retainer	Monthly retainer for consultancy services	1	2,318.18	2,318.18

TOTAL DUE

\$2,318.18

971-5315

RGW CONSULTING LLC



Document # 4518
Vendor # 20030
Entered by SPA

BILL TO

Downers Grove Public Library
Downers Grove Public Library
1050 Curtiss St
Downers Grove, IL 60515

INVOICE 1249

DATE 03/31/2022 TERMS Net 30

DUE DATE 07/01/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Consultancy Retainer	Monthly retainer for consultancy services	1	2,318.18	2,318.18

TOTAL DUE

\$2,318.18