



**DUPAGE
COUNTY**

FACILITIES MANAGEMENT

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DATE: April 5, 2023

TO: Paula Deacon Garcia, Chair
Members of the Public Works Committee

FROM: Tim Harbaugh, Deputy Director of Facilities Management 

RE: Travel Request – Metasys System Extended Architecture Advanced Engineering Course #397, 2.0 CEU

Authorization is requested to have one (1) Facilities Management staff member attend Metasys System Extended Architecture Advanced Engineering Course #397, 2.0 CEU in Milwaukee, WI, July 24, 2023 through July 27, 2023, for an approximate cost not to exceed \$3,464.00. This course will teach experienced personnel how to write advanced programs for facility-wide or specific mechanical control applications using the System Configuration Tool (SCT).

Registration:	\$2,640.00
Hotel:	400.00
Misc. Transportation	200.00
Per Diem:	224.00

TOTAL.....\$3,464.00