



DU PAGE COUNTY

Public Works Committee

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, November 21, 2023

9:00 AM

Room 3500B

1. CALL TO ORDER

9:00 AM meeting was called to order by Chair Garcia at 9:00 AM.

2. ROLL CALL

Member Galassi arrived at 9:02 a.m. due to attending another committee meeting.

Other Board members present: Member Rutledge, Member Evans arrived at 9:03 a.m., and Member Yoo arrived at 9:05 a.m.

PRESENT	DeSart, Garcia, Ozog, and Zay
ABSENT	Cronin Cahill
LATE	Galassi

3. CHAIRWOMAN'S REMARKS - CHAIR GARCIA

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [23-3730](#)

Public Works Committee Minutes - Regular Meeting - Tuesday, November 7, 2023

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Jim Zay

6. CLAIMS REPORT

6.A. [23-3731](#)

Payment of Claims - Public Works and Facilities Management

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Jim Zay

7. INFORMATIONAL

7.A. [TE-P-0075-23](#)

Recommendation for the approval of a contract purchase order to Accela, Inc., for Managed Application Services to provide support with permitting software for the Building & Zoning, Transportation, Stormwater, and Public Works departments, for the period of February 21, 2024 through February 20, 2025, for a contract total not to exceed \$199,290; per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Proprietary Software Maintenance and Support)

Member DeSart moved and Member Zay seconded a motion to accept and place this item on file.

MOTION TO ENTER INTO EXECUTIVE SESSION

Motion by Member Ozog and seconded by Member DeSart to enter into Executive session. All ayes. Upon a roll call vote, the motion was passed.

Ayes: DeSart, Galassi, Garcia, Ozog, Zay

Nays:

Absent: Cahill

8. EXECUTIVE SESSION

8.A. Section 5 ILCS 120/2(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

8.B. Section 5 ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

ROLL CALL TO ESTABLISH A QUORUM IN OPEN SESSION

Chair Garcia took a roll call to ensure quorum in open session.

PRESENT	DeSart, Galassi, Garcia, Ozog, and Zay
ABSENT	Cronin Cahill

9. OLD BUSINESS

Member Zay acknowledged that this will be the last Public Works meeting that Deputy Chief Information Officer Wendi Wagner will be attending, as she will be retiring. Chair Garcia and Public Works Director Nick Kottmeyer thanked Ms. Wagner for her years of service and thanked her for being such a huge help to the County and the Information Technology department over the years.

10. NEW BUSINESS

No new business was discussed.

11. ADJOURN

With no further business, the meeting was adjourned.



Minutes

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 23-3730

Agenda Date: 11/21/2023

Agenda #: 5.A.



DU PAGE COUNTY

Public Works Committee

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
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Tuesday, November 7, 2023

9:00 AM

Room 3500B

1. CALL TO ORDER

9:00 AM meeting was called to order by Chair Garcia at 9:00 AM.

2. ROLL CALL

Other Board Members present: Member Chaplin, Member Evans, Member Gustin, Member Yoo

PRESENT	Cronin Cahill, Galassi, Garcia, Ozog, and Zay
ABSENT	DeSart

3. CHAIRWOMAN'S REMARKS - CHAIR GARCIA

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [23-3541](#)

Public Works Committee Minutes - Regular Meeting - Tuesday, October 17, 2023

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Mary Ozog

6. LENGTH OF SERVICE AWARD

6.A. Length of Service Award - Dwane Kozak - 20 Years - Public Works

The Director of Public Works Nick Kottmeyer and Public Works Operations Manager Sean Reese presented an award for 20 years of service to Public Works Maintenance Manager Dwane Kozak. Mr. Kozak oversees maintenance for all DuPage County underground sewer and water lines, and was thanked for his hard work and 24/7 response to sewer and water system emergencies for the past 20 years.

7. WATER COMMISSION RESOLUTIONS

Chair of the DuPage Water Commission and Public Works committee member, Jim Zay, provided the committee with a background on the two DuPage Water Commission resolutions to be voted on at this meeting. Member Zay explained that the contract between the DuPage Water Commission and their customers (DuPage County being a DuPage Water Commission customer) that is being renewed has made some minor changes, and that the contract between the City of Chicago and the DuPage Water Commission will be renewed with it's current terms for another 15-20 years.

Paul May, the General Manage of the DuPage Water Commission, spoke with the committee regarding the history of the DuPage Water Commission, and the approach that they have taken to revise the customer contract. Mr. May provided an outline of the Steering Committee, which was a committee that was put together to evaluate the current contracts, make changes, and seek legal counsel. He provided an overview of the current contract terms and modifications, as well as information on the current status of the negotiations with the City of Chicago. He explained that the two actions that need to be taken today include voting for the modified customer contract with the DuPage Water Commission and it's customers, and vote on concurrence of an extension of the water supply contract between the DuPage Water Commission and the City of Chicago.

Member Chaplin, Member Ozog and Member Galassi discussed exploring alternative sources for Lake Michigan Water, and the cost of water from the City of Chicago. Mr. May answered their questions.

7.A. [PW-R-0004-23](#)

Recommendation to approve the Water Purchase and Sale Agreement between the DuPage Water Commission and the County of DuPage, Illinois. (First Reading)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Mary Ozog

7.B. [PW-R-0005-23](#)

Recommendation for concurrence of an extension of the Water Supply Contract between the DuPage Water Commission and the City of Chicago. Recommendation to approve the Water Purchase and Sale Agreement between the DuPage Water Commission and the County of DuPage, Illinois. (First Reading)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Mary Ozog
SECONDER:	Kari Galassi

8. BUDGET TRANSFERS

Chair Garcia made a motion, and Member Zay seconded, to combine items 8.A. to 8.C. All ayes, motion carried.

Member Cahill made a motion, and Member Ozog seconded, to approve items 8.A. to 8.C. All ayes, motion carried.

8.A. [23-3542](#)

Facilities Management - Grounds - \$17,000 budget transfer to cover Grounds regular salaries. Funds will move from account 1000-1102-50010 (Overtime) in the amount of \$10,000, from account 1000-1102-54130 (Construction & Other Motor Equipment) in the amount of \$4,000 and from account 1000-1102-52270 (Maintenance Supplies) in the amount of \$3,000 to account 1000-1102-50000 (Regular Salaries) for a total of \$17,000.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Mary Ozog

8.B. [23-3543](#)

Public Works – Transfer of funds from account no. 2000-2665-54070 (Waste Water System Infrastructure) to account no. 2000-2665-54080 (Water Distribution System Infrastructure) for the water consumer portal in the amount of \$10,500.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Mary Ozog

8.C. [23-3544](#)

Public Works – Transfer of funds from account no. 2000-2555-54030 (Sewer and Water Treatment Plant Construction) to account no. 2000-2640-54080 (Water Distribution System Infrastructure) for timing of the North Region Water Facility (NRWF) water tower painting in the amount of \$430,000.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Mary Ozog

9. CLAIMS REPORT

9.A. [23-3545](#)

Payment of Claims - Public Works and Facilities Management

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Kari Galassi

10. SOLE SOURCE

10.A. [23-3546](#)

Recommendation for the approval of a contract to Metro Tank and Pipe Company, to remove and retrofit the Public Works fuel station pump and dispenser at the Woodridge Greene Valley Wastewater Treatment, for the period of November 7, 2023, to November 30, 2024, for a total contract amount not to exceed \$29,995, per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids - Sole Source.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

11. BID RENEWAL

11.A. [FM-P-0086-23](#)

Recommendation for the approval of a contract to Valdes Supply, to furnish and deliver restroom tissue and paper towels to the Judicial Office Facility, JTK Administration Building and the Jail on a monthly basis, and as needed for the Power Plant, Children’s Center, Office of Emergency Management, and the Coroner’s Office, for Facilities Management, for the period of December 1, 2023 through November 30, 2024, for a total contract amount not to exceed \$123,397.52, per renewal option under bid award #22-112-FM, first option to renew.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

12. PROFESSIONAL SERVICES AGREEMENT

12.A. [PW-P-0044-23](#)

Recommendation for the approval of an agreement between the County of DuPage, Illinois, and Christopher B. Burke Engineering LTD., for on-call professional engineering services for water system design and construction management, and Lake Michigan water allocation, for various regions around DuPage County, for Public Works, for the period of November 14, 2023, to November 30, 2026, for a total contract amount not to exceed \$95,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/et seq.

Member Zay stepped out of the room at 9:35 a.m. and was not present for the vote for resolution PW-P-0044-23.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

12.B. [PW-P-0045-23](#)

Recommendation for the approval of an agreement between the County of DuPage, Illinois, and Fehr Graham, for on-call professional engineering services on an as-needed basis for wastewater treatment process control and infrastructure, for the period of November 14, 2023 to November 30, 2025, for a total contract amount not to exceed \$95,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/et. seq.

Member Zay returned at 9:36 a.m. and was present for the vote on resolution PW-P-0045-23, and the rest of the resolutions voted on during this meeting.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Mary Ozog
SECONDER:	Kari Galassi

12.C. [FM-P-0087-23](#)

Recommendation for the approval of an Agreement between the County of DuPage, Illinois and Gehrke Technology Group, Inc., for professional water treatment consulting and management services, for Facilities Management, for the four-year period of December 1, 2023 through November 30, 2027, for a contract total amount not to exceed \$116,973.60. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-353(1)(b).

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Mary Ozog
SECONDER: Kari Galassi

12.D. [PW-P-0046-23](#)

Recommendation for the approval of an agreement between the County of DuPage, Illinois, and Trotter and Associates, Inc., for on-call professional engineering services on an as-needed basis for wastewater treatment plant permit reporting, for Public Works, for the period of November 14, 2023, to November 30, 2025, for a total contract amount not to exceed \$95,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/et seq.

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Jim Zay
SECONDER: Mary Ozog

13. OLD BUSINESS

No old business was discussed.

14. NEW BUSINESS

No new business was discussed.

15. ADJOURN

With no further business, the meeting was adjourned.



Payment of Claims

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
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File #: 23-3731

Agenda Date: 11/21/2023

Agenda #: 6.A.

Public Works			
Schedule of Claims			
11/21/2023			
Pay Vendor Name	Description	Check Date	Amount
A & W TRAILER	Adapter	11/3/2023	\$177.49
ADVANCE AUTO PARTS	Auto parts	11/3/2023	\$440.94
ANSWER NATIONAL	Telemessaging	11/3/2023	\$268.74
BCR AUTOMOTIVE GROUP LLC	Service	11/3/2023	\$1,230.07
BRIDGESTONE RETAIL OPERATIONS	Repair	11/3/2023	\$39.98
CENTRAL SOD FARMS INC	Sod	11/3/2023	\$1,560.00
COMCAST	Internet	11/3/2023	\$558.30
CORE & MAIN LP	Cast flange kit	11/3/2023	\$3,549.14
DRYDON/A DXP COMPANY	Diaphragm plate	11/3/2023	\$2,412.18
ENVIRONMENTAL EXPRESS INC.	Lab supplies	11/3/2023	\$474.76
ETP LABS INC	Coliform testing	11/3/2023	\$362.00
FILTERED SERVICES INC	Filter	11/3/2023	\$268.40
FPL REALTY AZUSA	Refund for overpayment	11/3/2023	\$40.00
GALLAGHER, DONNA	Refund for overpayment	11/3/2023	\$19.03
GRAYBAR	Electrical supplies	11/3/2023	\$827.50
HACH COMPANY	Lab supplies	11/3/2023	\$433.89
HARN R/O SYSTEMS INC.	Ball valve	11/3/2023	\$849.14
HARRINGTON INDUSTRIAL PLASTICS	Bushing	11/3/2023	\$154.71
HAWKINS INC	Chlorine cylinder rental	11/3/2023	\$50.00
IL OFFICE OF THE STATE	Certificate fee	11/3/2023	\$140.00
INDEPENDENT BEARING INC	Bearings	11/3/2023	\$517.75
JOHNSTONE SUPPLY	Coupling	11/3/2023	\$103.09
JX ENTERPRISES, INC	Manifold cabin air	11/3/2023	\$405.99
K-FIVE CONSTRUCTION CORP	Asphalt	11/3/2023	\$446.74
KIPP'S LAWNMOWER SALES & SVC	Blower	11/3/2023	\$404.25
LAI LTD	3" butterfly valve	11/3/2023	\$3,092.00
MCMMASTER-CARR	Angled post	11/3/2023	\$151.55
MEMMERT USA, LLC	Sensor	11/3/2023	\$230.46
MESCO CORPORATION	Shaft sleeve	11/3/2023	\$3,061.00
METROPOLITAN INDUSTRIES, INC	KSB pump	11/3/2023	\$8,152.20
NAPCO STEEL INC.	Bar angle	11/3/2023	\$268.80
NAVIONICS RESEARCH INC.	Ethermeter SCADA	11/3/2023	\$1,180.42
NCL OF WISCONSIN INC	Lab supplies	11/3/2023	\$872.86
NEUCO INC	Motor	11/3/2023	\$238.55
ODP BUSINESS SOLUTIONS, LLC	Office supplies	11/3/2023	\$194.42
PACKEY WEBB FORD	Keys	11/3/2023	\$202.38
PARKSON CORPORATION	Brush 15"ODx36 1/4	11/3/2023	\$2,047.89
PEREGRINE CORPORATION	Utility billing	11/3/2023	\$336.10
PHYSICIANS IMMEDIATE CARE	Hepatitis B vaccine	11/3/2023	\$203.00
PORTER PIPE & SUPPLY	Ball Valve	11/3/2023	\$132.06
RUSSO POWER EQUIPMENT	Knob fastener	11/3/2023	\$3.36
SERVICE INDUSTRIAL SUPPLY INC	House coupling	11/3/2023	\$792.21
SERVICE SPRING CO INC	Repair	11/3/2023	\$1,634.98
USA BLUEBOOK	Lab supplies	11/3/2023	\$689.20
VILLAGE AUTOMOTIVE	Repair	11/3/2023	\$5,015.59
WASTEBOX INC	Dumpster	11/3/2023	\$385.00
ZIEBELL WATER SERVICE PRODUCTS	Gate valves	11/3/2023	\$3,290.00
ZORO TOOLS INC	Pump	11/3/2023	\$350.16
BUILDERS CHICAGO CORPORATION	Repair	11/7/2023	\$3,076.29
HIDDEN GARDENS	Artic fire bush	11/7/2023	\$32.00
HINSDALE NURSERIES INC	Junipers	11/7/2023	\$420.00
HOME DEPOT CREDIT SERVICES	Supplies	11/7/2023	\$534.20
JOHN J MORONEY & CO	Lights	11/7/2023	\$435.85
MEEKS, ANITA M.	Payment for temporary sewer easement	11/7/2023	\$10,000.00

Public Works			
Schedule of Claims			
11/21/2023			
Pay Vendor Name	Description	Check Date	Amount
MENARDS	Elbow	11/7/2023	\$10.94
NEUCO INC	Ignition box	11/7/2023	\$434.90
PACE ANALYTICAL SERVICES INC	IEPA required testing	11/7/2023	\$2,808.00
PACKY WEBB FORD	Repair	11/7/2023	\$698.14
REDWING BUSINESS ADVANTAGE	Safety shoes	11/7/2023	\$200.00
ROCK FUSCO & CONNELLY LLC	Labor negotiation	11/7/2023	\$1,795.24
USA BLUEBOOK	Tube assembly	11/7/2023	\$993.07
VULCAN CONSTRUCTION MATERIALS	Stone	11/7/2023	\$4,401.29
WHITE CAP, L.P.	Dewalt cutoff wheels	11/7/2023	\$61.16
4D GROUP	Billing overpayment refund	11/8/2023	\$64.34
A&I REALTY INVESTMENTS INC	Billing overpayment refund	11/8/2023	\$92.03
ABARCA, PEDRO	Billing overpayment refund	11/8/2023	\$60.40
ACRE, JAMES	Billing overpayment refund	11/8/2023	\$50.85
ALEXANDER JAROS	Billing overpayment refund	11/8/2023	\$211.45
ALL SERVICE CONCEPTS	Billing overpayment refund	11/8/2023	\$14.93
ALONZO, ALEXANDER	Billing overpayment refund	11/8/2023	\$29.83
AMBROZ, DAVID	Billing overpayment refund	11/8/2023	\$29.86
BACKMAN, BARBARA	Billing overpayment refund	11/8/2023	\$52.35
BALLIA, ERVIS	Billing overpayment refund	11/8/2023	\$11.67
BARRY, MICHAEL J	Billing overpayment refund	11/8/2023	\$184.02
BATTAGLIA, MARGARET	Billing overpayment refund	11/8/2023	\$27.43
BEAN, CHRISTINE	Billing overpayment refund	11/8/2023	\$22.52
BEESLEY, CHERYL	Billing overpayment refund	11/8/2023	\$151.73
BIEGEL, NICOLE	Billing overpayment refund	11/8/2023	\$913.10
BITAR, REEM	Billing overpayment refund	11/8/2023	\$42.78
BLAIR, ADAM	Billing overpayment refund	11/8/2023	\$44.79
BODWIN, EVE KOVACS & GEOFFREY	Billing overpayment refund	11/8/2023	\$15.14
BOYDEN, MELVIN	Billing overpayment refund	11/8/2023	\$77.80
CHUNG, KING	Billing overpayment refund	11/8/2023	\$26.00
CIESIELSKI, MARY	Billing overpayment refund	11/8/2023	\$24.85
COUGHLIN, JAMES	Billing overpayment refund	11/8/2023	\$32.04
DANKOWSKI, DAVID	Billing overpayment refund	11/8/2023	\$165.80
DEASIS, AZUCENA	Billing overpayment refund	11/8/2023	\$43.16
DERIKONJIC, ZORAN	Billing overpayment refund	11/8/2023	\$14.93
DIXON, KAREN	Billing overpayment refund	11/8/2023	\$14.93
EDELWEISS ENTERPRISES	Billing overpayment refund	11/8/2023	\$43.98
ERICKSON, WILLIAM	Billing overpayment refund	11/8/2023	\$18.13
FLORES, JANE	Billing overpayment refund	11/8/2023	\$69.45
FUCHS, JEAN	Billing overpayment refund	11/8/2023	\$14.93
GARVIN, ED	Billing overpayment refund	11/8/2023	\$50.79
GILL, SANDRA	Billing overpayment refund	11/8/2023	\$25.34
GLASS / GLG MGT, GLENN	Billing overpayment refund	11/8/2023	\$13.03
GOTTER, KATHLEEN	Billing overpayment refund	11/8/2023	\$67.24
GRAY, GARY	Billing overpayment refund	11/8/2023	\$29.51
GRIESCHEIM, KURT	Billing overpayment refund	11/8/2023	\$114.24
GRIFFIN, BRENDA	Billing overpayment refund	11/8/2023	\$29.86
HARTMAN, JOHN	Billing overpayment refund	11/8/2023	\$16.93
HEALY, MARY	Billing overpayment refund	11/8/2023	\$14.93
HENSON, LARRY	Billing overpayment refund	11/8/2023	\$82.53
HGS (USA) LLC	Billing overpayment refund	11/8/2023	\$23.39
HILL, ELLEN	Billing overpayment refund	11/8/2023	\$50.97
HUML, GREGORY	Billing overpayment refund	11/8/2023	\$15.41
JAEGER, RUDOLPH	Billing overpayment refund	11/8/2023	\$27.43
JAYARAMAN, SUNDARAJAN	Billing overpayment refund	11/8/2023	\$29.86

Public Works			
Schedule of Claims			
11/21/2023			
Pay Vendor Name	Description	Check Date	Amount
Jl, HONG	Billing overpayment refund	11/8/2023	\$32.29
JOSEPH, JAMES	Billing overpayment refund	11/8/2023	\$47.79
KAPOVICH, LEONARD	Billing overpayment refund	11/8/2023	\$334.87
KISEL, CHERRI K	Billing overpayment refund	11/8/2023	\$139.86
KOEHN, ELIZABETH	Billing overpayment refund	11/8/2023	\$92.01
KOKUM, DEBORAH	Billing overpayment refund	11/8/2023	\$194.92
KOTTAS, KELLY	Billing overpayment refund	11/8/2023	\$29.86
LEE, ELEANOR	Billing overpayment refund	11/8/2023	\$83.18
LINDSTROM, ELIZABETH	Billing overpayment refund	11/8/2023	\$73.71
LIPKE, JOHN	Billing overpayment refund	11/8/2023	\$277.45
LISOWSKI, RONALD JR.	Billing overpayment refund	11/8/2023	\$25.01
LOFFREDI, KEVIN	Billing overpayment refund	11/8/2023	\$14.93
LOTITO, CHRIS	Billing overpayment refund	11/8/2023	\$28.83
LUX RENTALS LLC	Billing overpayment refund	11/8/2023	\$44.79
MAIER, ROBERTA	Billing overpayment refund	11/8/2023	\$29.86
MANIPARAMBIL, NIRMAL JOSEPH	Billing overpayment refund	11/8/2023	\$102.78
MANZ, ALBERT	Billing overpayment refund	11/8/2023	\$14.93
MARELLI, MICHAEL AND DIANE	Billing overpayment refund	11/8/2023	\$127.67
MAREMA, CHRIS	Billing overpayment refund	11/8/2023	\$29.86
MARLER, GORDON	Billing overpayment refund	11/8/2023	\$12.26
MASS, E ELAINE	Billing overpayment refund	11/8/2023	\$14.63
MCCULLOCH, ROB	Billing overpayment refund	11/8/2023	\$41.22
MICHALA, PIOTR	Billing overpayment refund	11/8/2023	\$92.64
MILLER, JENNIFER	Billing overpayment refund	11/8/2023	\$357.36
MRAVIC, RAYMOND P	Billing overpayment refund	11/8/2023	\$19.03
MUSKA, ARLENE & PAPERIELLO,	Billing overpayment refund	11/8/2023	\$22.23
NICHOLS, JIM	Billing overpayment refund	11/8/2023	\$27.65
O'BRIEN, TIMOTHY	Billing overpayment refund	11/8/2023	\$243.74
OCONNOR, ELLEN	Billing overpayment refund	11/8/2023	\$32.29
OKOLISAN, RUMUNJEL	Billing overpayment refund	11/8/2023	\$14.93
OLSEN, LAURIE	Billing overpayment refund	11/8/2023	\$121.58
PALEKA, GERTRUDE	Billing overpayment refund	11/8/2023	\$59.72
PARTIPILO, NANCY	Billing overpayment refund	11/8/2023	\$103.60
PATEL, DEVARSHI	Billing overpayment refund	11/8/2023	\$41.43
PATER, JAN	Billing overpayment refund	11/8/2023	\$246.13
PAYLEITNER, EDIE	Billing overpayment refund	11/8/2023	\$74.65
PEACOCK REALTY INC	Billing overpayment refund	11/8/2023	\$19.45
PETRING, BRIAN	Billing overpayment refund	11/8/2023	\$10.35
PIERCE III, NICHOLAS	Billing overpayment refund	11/8/2023	\$91.05
PITZER, KATE HARMON & NICHOLAS	Billing overpayment refund	11/8/2023	\$23.34
POLLITT, MEGAN	Billing overpayment refund	11/8/2023	\$49.98
PORRECA, MICHAEL	Billing overpayment refund	11/8/2023	\$77.08
PULTE HOMES-1008	Billing overpayment refund	11/8/2023	\$16.30
RASGUS, SAMANTHA	Billing overpayment refund	11/8/2023	\$29.86
RAYBOB LLC	Billing overpayment refund	11/8/2023	\$12.50
REDEVELOPED PROPERTIES LLC/JMS	Billing overpayment refund	11/8/2023	\$74.55
RETZKE, KENNETH & DORTHY	Billing overpayment refund	11/8/2023	\$55.47
RHOADES, ADAM	Billing overpayment refund	11/8/2023	\$151.73
ROWLEY, RENEE	Billing overpayment refund	11/8/2023	\$14.93
ROZHON, KATHLEEN	Billing overpayment refund	11/8/2023	\$14.93
SABADO, ARTEMIO	Billing overpayment refund	11/8/2023	\$96.87
SADELSKI, RICHARD	Billing overpayment refund	11/8/2023	\$31.12
SCAPERLANDA, GREG	Billing overpayment refund	11/8/2023	\$181.59
SCHMOOK, SHIRLEY	Billing overpayment refund	11/8/2023	\$23.32

Public Works			
Schedule of Claims			
11/21/2023			
Pay Vendor Name	Description	Check Date	Amount
SCHRADER BAROLO, ROBIN	Billing overpayment refund	11/8/2023	\$11.67
SCHUCH, EDWARD L	Billing overpayment refund	11/8/2023	\$74.65
SCHWARZ, HEIDI	Billing overpayment refund	11/8/2023	\$75.02
SIMPSON, CHRISTINE	Billing overpayment refund	11/8/2023	\$34.59
SINGA, DR MADHAVIAH	Billing overpayment refund	11/8/2023	\$300.00
SLECHTER, BARBARA	Billing overpayment refund	11/8/2023	\$569.77
STADT, ALYSSA	Billing overpayment refund	11/8/2023	\$29.86
STROM, CHARLES V	Billing overpayment refund	11/8/2023	\$24.82
SUZUKI, KOKUMA	Billing overpayment refund	11/8/2023	\$12.50
SWIMMER, STACY	Billing overpayment refund	11/8/2023	\$87.88
TANGORRA, ROBIN LYNN &	Billing overpayment refund	11/8/2023	\$90.72
THOMPSON, MARALYN / ALAN	Billing overpayment refund	11/8/2023	\$44.79
TOMASIK, JUSTYNA	Billing overpayment refund	11/8/2023	\$14.93
TOPEL C/O JENNEI GRIET, NETTIE	Billing overpayment refund	11/8/2023	\$71.16
TOTORAITIENE, MARGARITA	Billing overpayment refund	11/8/2023	\$14.93
TWOOMEY, DONNA S	Billing overpayment refund	11/8/2023	\$28.17
VAN DER LAAN, RUDOLPH	Billing overpayment refund	11/8/2023	\$133.89
VERNARD, MICHAEL & JANET	Billing overpayment refund	11/8/2023	\$54.28
VROUSTOURIS, JASON/CAROLINE	Billing overpayment refund	11/8/2023	\$59.65
WEBER, MICHAEL & LISA	Billing overpayment refund	11/8/2023	\$118.13
WEIST, WAYNE	Billing overpayment refund	11/8/2023	\$18.82
WEN, GARRETT BOGERT & ZING	Billing overpayment refund	11/8/2023	\$34.38
WHITE, PHILIP	Billing overpayment refund	11/8/2023	\$91.93
WILSON, STEVEN	Billing overpayment refund	11/8/2023	\$228.81
XIE, WANQING	Billing overpayment refund	11/8/2023	\$29.86
YANG, ZHENTAO	Billing overpayment refund	11/8/2023	\$77.80
YOUSSEF, GABRIEL	Billing overpayment refund	11/8/2023	\$32.64
ZAWISLAK, MICHAEL J	Billing overpayment refund	11/8/2023	\$84.65
ZIMMERMAN, ROBERT E	Billing overpayment refund	11/8/2023	\$77.70
ZNAJ-ESTATE OF / THE NORTHERN	Billing overpayment refund	11/8/2023	\$52.89
AL WARREN OIL CO INC	Fuel	11/14/2023	\$25,340.36
AT&T	Phone service	11/14/2023	\$287.35
BAXTER & WOODMAN INC	Pretreatment ordinance review	11/14/2023	\$3,151.98
BCR AUTOMOTIVE GROUP LLC	Service	11/14/2023	\$5,957.79
BLAINS FARM & FLEET	Boots	11/14/2023	\$200.00
CHICAGO TIRE INC	Repair	11/14/2023	\$1,720.00
CHRISTOPHER B BURKE ENG LTD	Engineering services	11/14/2023	\$481.60
CITY OF NAPERVILLE	Meter reads	11/14/2023	\$294.50
COM ED	Electricity	11/14/2023	\$30,058.53
DRYDON/A DXP COMPANY	Filtomat strainers	11/14/2023	\$82,427.00
DUPAGE WATER COMMISSION	Operations & Maintenance	11/14/2023	\$71,778.63
FEHR GRAHAM & ASSOCIATES LLC	Engineering services	11/14/2023	\$45,910.41
FSS TECHNOLOGIES, LLC	Central station monitoring	11/14/2023	\$468.00
FULLIFE SAFETY CENTER	Safety hooded sweatshirt	11/14/2023	\$35.00
GOVDEALS	Auction fees	11/14/2023	\$256.95
GRAYBAR	Electrical supplies	11/14/2023	\$2,493.93
HBK ENGINEERING LLC	Engineering Services	11/14/2023	\$5,685.75
IAPPO INC	Membership dues	11/14/2023	\$45.00
JOHN SAKASH COMPANY INC	Wire slings	11/14/2023	\$228.80
KENTUCKIANA REPORTERS, LLC	Hearing	11/14/2023	\$143.75
MCINTIRE MANAGMENT GROUP, INC	Dual sensor level monitor	11/14/2023	\$11,562.20
MEMMERT USA, LLC	Service call	11/14/2023	\$3,404.58
NAPA AUTO PARTS	Auto parts	11/14/2023	\$73.08
RAPIDVIEW LLC	Carbide wheels	11/14/2023	\$1,358.13

Public Works			
Schedule of Claims			
11/21/2023			
Pay Vendor Name	Description	Check Date	Amount
REGIONAL TRUCK EQUIPMENT CO	Rod end keeper	11/14/2023	\$95.30
ROWELL CHEMICAL CORPORATION	Sodium hypochlorite	11/14/2023	\$5,493.42
STEWART SPREADING INC	Biosolid disposal	11/14/2023	\$26,675.00
TAMELING INDUSTRIES INC	Stone	11/14/2023	\$114.48
TITAN IMAGE GROUP INC	#10 window envelopes	11/14/2023	\$435.00
TOMKAT SAFETY, LLC	Vertical ladder system	11/14/2023	\$10,663.09
USA BLUEBOOK	Snap in thermometer	11/14/2023	\$34.90
VILLAGE OF ITASCA	Water supply	11/14/2023	\$24,631.65
VILLAGE OF WILLOWBROOK	Meter reads	11/14/2023	\$159.00
WATER PRODUCTS-AURORA	Hydrant	11/14/2023	\$8,161.58
WSG & SOLUTIONS INC	Shear pin	11/14/2023	\$504.00
	Total		\$454,451.78

Facilities Management Department

Schedule of Purchases Under \$15,000

November 21, 2023

	VENDOR	DESCRIPTION	FUND	DEPT	ACCOUNT	AMOUNT
23508	Groot, Inc.	Other Contractual Expenses	1000	1100	53810	\$65.00
23643	Neuco, Inc.	Maintenance Supplies	1000	1100	52270	\$877.91
23645	Tank Holding Corp	Furn/Mach/Equip Small Value	1000	1102	52000	\$1,944.00
23646	Uline	Operating Supplies & Materials	1000	1100	52200	\$183.67
23647	Smiths Detection	Repair & Maintenance Other Equipment	1000	1100	53370	\$1,049.00
23649	Global Industrial (Global Equipment Co Inc)	Furn/Mach/Equip Small Value	1000	1100	52000	\$722.82
23650	Pride Solutions, LLC	Auto/Mach/Equip Parts	1000	1102	52250	\$1,090.63
23651	Atlas Bobcat LLC	Auto/Mach/Equip Parts	1000	1102	52250	\$1,295.56
23652	Northern Tool	Furn/Mach/Equip Small Value	1000	1100	52000	\$239.99
23653	All Partitions & Parts	Maintenance Supplies	1000	1100	52270	\$84.48
23654	Porter Pipe & Supply	Maintenance Supplies	1000	1100	52270	\$704.14
23655	Water Purification Supplies	Maintenance Supplies	1000	1100	52270	\$1,769.00
23656	G.W. Berkheimer Co., Inc.	Maintenance Supplies	1000	1100	52270	\$108.80
23657	Addison Electric	Maintenance Supplies	1000	1100	52270	\$2,495.00

Facilities Management Department

Schedule of Other Payments								
November 21, 2023								
CONTRACT #	VENDOR	DESCRIPTION	Start	End	FUND	DEPT	ACCOUNT	AMOUNT
6561-0001 SERV	Amazon.com LLC	Operating Supplies & Materials	08/08/23	11/30/23	1000	1102	52200	\$47.45
5410-0001 SERV	City of Wheaton	Water & Sewer	09/06/23	10/05/23	1000	1100	53220	\$53,566.65
6466-0001 SERV	City of Wheaton	Repair & Maintenance Facilities	10/01/23	12/31/23	1000	1100	53300	\$4,080.00
5216-0001 SERV	ComEd	Electricity	09/08/23	10/09/23	1000	1100	53210	\$110,635.59
5423-0001 SERV	ComEd	Electricity	09/08/23	10/09/23	1000	1100	53210	\$699.60
6195-0001 SERV	Grainger	Furn/Mach/Equip Small Value, Operating Supplies & Materials, Auto/Mach/Equip Parts and Maintenance Supplies	12/14/22	12/31/23	1000	1100	52000 52200 52250 52270	\$1,661.98
6236-0001 SERV	Graybar Electric Company	Maintenance Supplies	02/01/23	01/31/25	1000	1100	52270	\$3,213.14
6355-0001 SERV	HLR - Hampton, Lenzini and Renwick, Inc.	Building Improvements	09/01/23	09/30/23	6000	1220	54010	\$2,126.60
5900-0001 SERV	Kone, Inc.	Repair & Maintenance Infrastructure	10/01/23	10/31/23	1000	1100	53310	\$27,513.87
6042-0001 SERV	Lamp Incorporated	Building Improvements	07/01/23	07/31/23	6000	1220	54010	\$5,141.75
5448-0001 SERV	Mansfield Power and Gas LLC	Natural Gas	07/01/23	07/31/23	1000	1100	53200	\$51,832.63
6338-0001 SERV	Martam Construction, Inc.	Building Improvements	08/01/23	09/19/23	6000	1220	54010	\$6,034.50
5461-0001 SERV	Nicor Gas	Natural Gas	09/01/23	10/01/23	1000	1100	53200	\$12,726.12



Technology Requisition \$30,000 and Over

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: TE-P-0075-23

Agenda Date: 11/21/2023

Agenda #: 7.G.2.

AWARDING RESOLUTION ISSUED TO
ACCELA, INC.
FOR MANAGED APPLICATION SERVICES
FOR BUILDING & ZONING, DIVISION OF TRANSPORTATION,
STORMWATER MANAGEMENT, AND PUBLIC WORKS
(CONTRACT TOTAL NOT TO EXCEED \$199,290.00)

WHEREAS, a sole source quotation has been obtained in accordance with Board policy; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to Accela, Inc., for managed application services for Building & Zoning, Division of Transportation, Stormwater, and Public Works departments, for the period of February 21, 2024 through February 20, 2025.

NOW, THEREFORE BE IT RESOLVED, that said contract for managed application services for Building & Zoning, Division of Transportation, Stormwater, and Public Works departments, for the period of February 21, 2024 through February 20, 2025, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Accela, Inc., 4375 Solutions Center, Chicago, IL 60677, for a contract total amount not to exceed \$199,290.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider - Accela is the sole provider for this software application.)

Enacted and approved this 28th day of November, 2023, at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Procurement Review Comprehensive Checklist
 Procurement Services Division
 This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION			
<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 23-3681	RFP, BID, QUOTE OR RENEWAL #: Q-28359	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$199,290.00
COMMITTEE: TECHNOLOGY	TARGET COMMITTEE DATE: 11/21/2023	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$199,290.00
	CURRENT TERM TOTAL COST: \$199,290.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Accela, Inc.	VENDOR #: 23818	DEPT: Information Technology / GIS	DEPT CONTACT NAME: Tom Ricker
VENDOR CONTACT: Caitlin Carter	VENDOR CONTACT PHONE: (925) 359-3411	DEPT CONTACT PHONE #: 630-407-5062	DEPT CONTACT EMAIL: Tom.Ricker@dupageco.org
VENDOR CONTACT EMAIL: ccarter@accela.com	VENDOR WEBSITE: www.accela.com	DEPT REQ #:	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Annual Accela Managed Application Services for the Building & Zoning, Transportation, Stormwater, and Public Works departments. Sole source.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This managed service will provide knowledgeable professional services in order to support County departments and staff with the Accela permitting application within the "live production software environment".			

SECTION 2: DECISION MEMO REQUIREMENTS	
DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required. SOLE SOURCE PER DUPAGE ORDINANCE, SECTION 2-350 (MUST FILL OUT SECTION 4)
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO	
STRATEGIC IMPACT	Select an item from the following dropdown menu of County's strategic priorities that this action will most impact.
SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement. SOFTWARE MANUFACTURER AND SOLE MAINTENANCE/UPDATE PROVIDER
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific. Accela is the sole provider for this software application. The new permit application is a cloud-based service. Now that the application is live Accela is working alongside County departments and staff to manage it.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not. Accela is the sole provider for this software application.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted. Accela is the sole provider for this software application.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Accela, Inc.	Vendor#: 23818	Dept: Information Technology	Division:
Attn: Becky O'Brien	Email: robrien@accela.com	Attn: Sarah Godzicki	Email: Sarah.Godzicki@dupageco.org
Address: 2633 Camino Ramon, Suite 500	City: San Ramon	Address: 421 N. County Farm Road	City: Wheaton
State: CA	Zip: 94583	State: IL	Zip: 60187
Phone: (925) 359-3334	Fax:	Phone: 630-407-5037	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Accela, Inc.	Vendor#: 23818	Dept: Information Technology	Division: GIS
Attn:	Email:	Attn: Tom Ricker	Email: Tom.Ricker@dupageco.org
Address: P.O. Box 208298	City: Dallas	Address: 421 N. County Farm Road	City: Wheaton
State: TX	Zip: 75320-8298	State: IL	Zip: 60187
Phone: (925) 359-3334	Fax:	Phone: 630-407-5062	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 21, 2024	Contract End Date (PO25): Feb 20, 2025
Contract Administrator (PO25): Tom Ricker			

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/Activity Code	Unit Price	Extension
1	1	EA		Accela Managed Application Services - B&Z	FY24	1100	2810	53020		123,765.00	123,765.00
2	1	EA		Accela Managed Application Services - DOT	FY24	1500	3500	53020		34,000.00	34,000.00
3	1	EA		Accela Managed Application Services - SW	FY24	1600	3000	53020		25,000.00	25,000.00
4	1	EA		Accela Managed Application Services - PW	FY24	2000	2665	53020		16,525.00	16,525.00
<i>FY is required, assure the correct FY is selected.</i>										Requisition Total	\$ 199,290.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please send PO to Sarah Godzicki & Tom Ricker and email both when sending to vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

The following documents have been attached: W-9 Vendor Ethics Disclosure Statement



Proposed by: Caitlin Carter
 Contact Phone: (925) 359 - 3411
 Contact Email: ccarter@accela.com
 Quote ID: Q-31390
 Valid Through: 11/30/2023
 Currency: USD

2633 Camino Ramon, Suite 500
 San Ramon, CA, 94583

Renewal Order Form

Address Information

Bill To:

DuPage County
 421 N. County Farm Road
 Wheaton, Illinois 60187
 United States

Ship To:

DuPage County
 421 N. County Farm Road
 Wheaton, Illinois 60187
 United States

Billing Name: Jim Stran
 Billing Phone: 6304076700
 Billing Email: jim.stran@dupageco.org

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Managed Application Services	Year 1	2/21/2024	2/20/2025	12	\$199,290.00	1	\$199,290.00
TOTAL:							\$199,290.00

Pricing Summary

Period	Net Total
Year 1	\$ 199,290.00
Total	\$ 199,290.00

Renewal Terms/Information:

General Information	
Governing Agreement(s)	This Order Form, including any OnPrem Licenses, Maintenance and Support, and Subscription Services will be governed by the applicable terms and conditions. If those terms and conditions are non-existent, have expired, do not apply or have otherwise been terminated, the following terms at https://www.accela.com/terms/ will govern as applicable, based on the Customer's purchase. For Managed Application Services, our Managed Application Services Policy at https://www.accela.com/terms/ shall apply.
Order Terms	
Order Start Date	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported;
Order Duration	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable.
Special Order Terms	This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on this Order Form. <ul style="list-style-type: none"> • In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction. • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.

Payment Terms	
Currency	USD
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total above will be issued on the Order Start Date.
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 30 days .
Service Charge	Pricing is based upon payment by ACH or check. Payment by credit card (including Purchase Cards) for product and services in this Order Form will be subject to a service charge of 3%. There is no service charge for ACH or check payment.

Special Payment Terms	None unless otherwise specified in this location.
Purchase Order	If Customer requires PO number on invoices, it must be provided below and Customer must provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.
	PO#

Signatures	
Accela, Inc.	Customer
Signature:	Signature:
Print Name:	Print Name:
Title:	Title:
Date:	Date:



11/8/2023

Sarah Godzicki
DuPage County
421 N. County Farm Road
Wheaton, IL 60187

Re: Sole Source Status

Dear Ms. Godzicki:

Please allow me to offer the following information to clarify the source status of Accela, Inc.'s ("Accela") products and services. Accela, as owner and software manufacturer of Accela software products and services, is the sole source provider of technical support and maintenance for all Accela software products and services licensed to DuPage County, IL, including Accela's Managed Application Services. No third-party vendor, company, or entity is authorized to develop new features for, provide development services for, or to maintain these products and services.

If you have any questions or concerns, please contact Madina Sharifi via email at msharifi@accela.com.

Sincerely,

Signature on File

Aaron Haggarty

Chief Legal Officer
Secretary



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: 10/9/2023

Bid/Contract/PO #: _____

Company Name: Accela, Inc.	Company Contact: Contracts Admin
Contact Phone: 925-659-3200	Contact Email: contractsadmin@accela.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

NONE (check here) - If no contributions have been made

Recipient	Donor	Description (e.g. cash, type of item, in-kind services, etc.)	Amount/Value	Date Made

2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

NONE (check here) - If no contacts have been made

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text for the county's ethics and procurement policies and ordinances are available at:

<http://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature ^{DocuSign} Signature on File _____

Printed Name Aaron Haggarty

Title Chief Legal Officer

Date 10/9/2023

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)