



# DU PAGE COUNTY

## ETSB - Emergency Telephone System Board

### Regular Meeting Agenda

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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Wednesday, November 8, 2023

9:00 AM

Room 3500B

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT**
4. **CHAIRMAN'S REMARKS - CHAIR SCHWARZE**
5. **MEMBERS' REMARKS**
6. **CONSENT AGENDA**
  - 6.A. **Monthly Staff Report**
    - 6.A.1. [23-3610](#)  
Monthly Report for November 8 Regular Meeting
  - 6.B. **Revenue Report 911 Surcharge Funds**
    - 6.B.1. [23-3611](#)  
ETSB Revenue Report for November 8 Regular Meeting for Fund 5820/Equalization
  - 6.C. **Minutes Approval Policy Advisory Committee**
    - 6.C.1. [23-3607](#)  
ETSB PAC Minutes - Regular Meeting - Monday, October 2, 2023
  - 6.D. **Minutes Approval ETS Board**
    - 6.D.1. [23-3612](#)  
ETSB Minutes - Special Call Meeting - Wednesday, October 11, 2023
    - 6.D.2. [23-3613](#)  
ETSB Minutes - Regular Meeting - Wednesday, October 11, 2023
  - 6.E. **2024 Meeting Calendars**
    - 6.E.1. [23-3609](#)  
2024 Meeting Calendar - Policy Advisory Committee
    - 6.E.2. [23-3614](#)  
2024 Meeting Calendar - Emergency Telephone System Board

**7. VOTE REQUIRED BY ETS BOARD****7.A. Dissolution of the Ad Hoc Finance Committee****7.A.1. [23-3615](#)**

Pursuant to Section 4(b)(1) of the ETSB Ordinance CB-O-0009-19, an Ad Hoc Finance Committee was created, and as of November 8, 2023, shall be released and discharged from all further authority, duties, responsibilities, and obligations related to and arising from and in connection with the ETSB FY2024 Budget.

**7.B. Budget Transfers****7.B.1. [ETS-R-0058-23](#)**

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-53805 (Other Transportation Charges) to 4000-5820-53804 (Postage & Postal Charges) for the shipping and insurance charges associated with radio equipment calibration. (Total budget transfer: \$1,000)

**7.B.2. [ETS-R-0059-23](#)**

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-53806 (Software Licenses) for payment of the Advanced Plus MCC7500 console and microwave maintenance January 1, 2023 through November 30, 2023 and NICE logger maintenance January 1, 2023 through June 30, 2023 on PO 6149-1. (Total budget transfer: \$495,882)

**7.B.3. [ETS-R-0060-23](#)**

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2024 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Capital Equipment & Machinery) for the second annual payment on the DEDIRS radio replacement project PO 5522-1. (Total budget transfer: \$6,651,400)

**7.C. Payment of Claims****7.C.1. [23-3616](#)**

Payment of Claims for November 8, 2023 for FY23 - Total for 4000-5820 (Equalization): \$1,438,460.00.

**7.D. Change Orders****7.D.1. [ETS-CO-0010-23](#)**

Resolution approving Change Order #2 to AT&T Inc. PO 922020/5866-1 to extend the Customer Premise Equipment (CPE) Avaya maintenance for the ACDC and DU-COMM PSAPs for two (2) years. The maintenance period will run November 25, 2023 through November 24, 2025. (Change Order amount: \$32,262.48, New contract amount: \$4,176,750.37)

**7.D.2. [ETS-R-0061-23](#)**

Resolution approving Change Order #1 to Motorola Solutions, Inc. PO 920153/4951-1 to reconcile the FY23 user radio count operating in the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) for payment and accounting of contractual obligations of the DMS Radio Manager contract. (Non-Monetary Change Order)

**7.D.3. [ETS-R-0057-23](#)**

Resolution approving Change Order #3 to Motorola Solutions, Inc. PO 921054/5522-1 for Group Messaging Services on the APX numbered series portable and mobile radios. (Change Order not to exceed amount \$150,905.60; New contract total: \$37,354,782.23)

**7.E. Purchase Resolutions****7.E.1. [ETS-R-0062-23](#)**

Awarding Resolution to Monday.com PO 923025 for a one (1) year subscription of a project management tool for thirty (30) users. (Total amount: \$11,246.40)

**7.E.2. [ETS-R-0063-23](#)**

Awarding Resolution to Environmental Systems Research Institute, Inc. (ESRI) PO 923026 for a one (1) year maintenance renewal of ArcGIS desktop advanced software. (Total amount: \$17,490)

**7.E.3. [ETS-R-0064-23](#)**

Resolution to encumber funds for a utility service through Cellco Partnership dba Verizon Wireless over \$5,000 in the County Finance software. (Total amount: \$6,100)

**7.E.4. [ETS-R-0065-23](#)**

Awarding Resolution to CDW Government LLC PO 923027 for a blanket purchase order for the purchase of small computer equipment and replacement parts made through the National Intergovernmental Purchasing Alliance IPA2018011-01. (Total amount: \$25,000)

**7.E.5. [ETS-R-0066-23](#)**

Awarding Resolution to Dell Marketing LP PO 923028 for a blanket purchase order for the purchase of small computer equipment and replacement parts made through Midwestern Higher Education Compact MHEC-07012015. (Total amount: \$30,000)

**7.E.6. [ETS-R-0067-23](#)**

Awarding Resolution to Motorola Solutions, Inc. PO 923029 for a blanket purchase order for replacement parts made through IL STARCOM master contract CMT2028589 for radios. (Total amount: \$50,000)

**7.E.7. [ETS-R-0068-23](#)**

Awarding Resolution to Alliant Insurance Services, Inc. PO 923024 for a one (1) year liability, damage, and cyber security insurance policy for the ETSB. (Total amount: \$110,265)

**7.E.8. [ETS-R-0069-23](#)**

Affirming Awarding Resolution to Baker Tilly US, LLP, to provide audit services for various County offices, for the period of October 1, 2023 through September 30, 2027, for a contract amount not to exceed \$2,084,340; per RFP #23-073-FIN. (ETSB amount: \$132,000)

**7.F. Resolutions****7.F.1. [ETS-R-0070-23](#)**

Resolution approving the sale of surplus items from the County of DuPage on behalf of the Emergency Telephone System Board of DuPage County to the Bradford Police Department. (Total sale: \$2,000)

**7.F.2. [ETS-R-0071-23](#)**

Appointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Deputy Chief Patrick Johl (ACDC Representative and Vice Chair).

**7.F.3. [ETS-R-0072-23](#)**

Resolution approving a grant in 911 surcharge funds in the amount of \$1,000,000 from the FY23 budget to the two DuPage County Public Safety Answering Points to be used consistent with State and Federal law.

**8. DEDIRS PORTABLE AND MOBILE RADIO REPLACEMENT****8.A. Police****8.B. Fire****9. DU PAGE ETSB 9-1-1 SYSTEM DESIGN****10. OLD BUSINESS****11. NEW BUSINESS****12. EXECUTIVE SESSION****12.A. Minutes Review Pursuant to 5 ILCS 120/2 (C) (21)****12.B. Personnel Matters Pursuant to 5 ILCS 120/2 (C ) (1)****12.C. Security Procedures and the Use of Personnel and Equipment Pursuant to 5 ILCS****12.D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)****13. MATTERS REFERRED FROM EXECUTIVE SESSION****14. ADJOURNMENT****14.A. Next Meeting: Wednesday, December 13 at 9:00am in 3-500B**





## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 23-3610

**Agenda Date:** 11/8/2023

**Agenda #:** 6.A.1.

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## Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

Submitted for your consideration is the DuPage ETSB monthly report for activity October 1 through October 31. This report highlights the activities of the DuPage ETSB by ETSB and PSAP staff, work groups, committees, and consultants.

### **Congratulation on a Job Well Done!**

**ACDC:** On November 1, Larry Nowak, Senior Regional Coordinator, LE Division of 3SI presented Challenge Coins as a thank to police and Telecommunicators who were involved in the armed robbery at Verizon this past September. With the assistance of 911 telecommunicators and 3SI technology, detectives and patrol officers were able apprehend the offenders. Pictured from left to right with Larry Nowak in the background are: **Telecommunicators Wojeciech Mardula, Taylor Hawkins, Amy Lettenberger, Ben Koechling, Chrisopher Mahn and Maggie Check.** Officers involved include: Commander Frank Pope, Ofc. Doug Prafke, Det. Alex Ruffalo, Det. Joe McDermott, Ofc. Tom Hostetler, Det. Ramiro Arrez, Sgt. Steve Oskroba, Det. Gregg Garofalo, Ofc. Steve Anderson, Ofc. Dave Baquero, Ofc. Sal DiFatta, Ofc. Sam Garcia, and Ofc. Jake Peterson.



### **ADMINISTRATION and FINANCIAL**

#### **911 Services Advisory Board (SAB) and 911 Legislation:**

The SAB met on October 30. The main topic of discussion was the presentation of the rewrite of the administrative rules. JCAR recommended a revision and consolidation of the Administrative Rules to make them cleaner and more consistent. At this meeting, Admin Rule 1326 was provided. As of this report, the 8 Largest Counties have not met to discuss any recommendations changes or to provide comments for Admin Rule 1326. The Board also elected to provide \$7.5M for consolidation grants. The ETS Board members have received a copy of the Executive Director's and SAB member meeting notes from this meeting.



# Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

This was also Colonel Walter's last meeting. She is being promoted. Michael Yokley will be chairing the SAB meetings going forward.

Remaining schedule SAB meeting dates for 2023:

November 20, 2023

December 18, 2023

## **Future Growth**

There will not a discussion of Future Growth at the November meeting. Comments from board members is being assembled and Chair Schwarze would like the opportunity to review comments and speak with members prior to board discussion.

## **Budget**

Chair Schwarze and Director Zerwin presented the ETSB budget to the County Board on Tuesday, October 24. The County Board did not have any significant questions, just one clarifying question on revenue.

## **Policy Advisory Committee (PAC)**

On the agenda this month is a resolution that will appoint Deputy Chief Patrick Johl as the Vice Chair of the PAC.

## **Surplus Assets**

Sale of Surplus Assets to the Bradford Police Department. On the agenda for November is the sale of four (4) APX7000/VHF radios.

Transaction total: \$2,000.00

## **Procurement / Major Contracts**

### **Change Orders**

AT&T, Inc.: Change Order #2 for 922020/5866-1

Avaya re-configuration and programming for the administrative phones in the two PSAPs and ETSB is part of the Customer Premise Equipment (CPE) redesign to make the systems independent of each other. The Avaya maintenance on the CPE installed in the Addison Consolidated Dispatch Center (ACDC) and DU-COMM PSAPs in 2016 expires on the original PO 950900/2031-1 on November 24, 2023. Change Order #2 will extend the 24x7 maintenance on the CPE Avaya administrative phone system for the PSAPs for two (2) years at the same rate it is today and will be coterminous with the Vesta contract. The maintenance period will run November 25, 2023 through November 24, 2025.

Total amount of change order is \$32,262.48, for a new contract amount of \$6,007,240.59.

Motorola Solutions, Inc.: Change Order #1 for 920153/4951-1

This change order will finalize the number of units covered under this service agreement for FY23. This change order will allow Motorola to bill for the actual number of radio units which fluctuated based on the radio replacement project. The APX7000 series radios were end of life/end of support as of June 30, 2023, meaning the radios could no longer be sent into the depot for repair as part of this contract. Starting July 1, 2023, the APX7000 series radios were subtracted from the contract resulting in an adjusted count of 1,701 for July 1 through November 30, 2025. The number of radios will be adjusted as additional radios from the new contract are added.

This is a non-monetary change order.



## Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

Motorola Solutions, Inc.: Change Order #3 921054/5522-1

Group Messaging Services is an enhancement for APX4000, APX6000, APX8000XE and mobile radios in the radio fleet for updating Alias identifiers. This cost will be applied to 727 of the 3,787 radios. APXNext radios do not use this service for programming. If approved, the Sheriff's Office portion of this purchase order for 248 radios, in the amount of \$34,397.60, would be reimbursed to ETSB making it cost neutral. The Board has received a supplemental memorandum. As of this report, the PAC had not met so their recommendation will be provided at the meeting.

Total amount of change order is Not to Exceed \$150,905.60, for a new contract amount of \$37,354,782.23.

### **Purchase Requests**

#### **Renewal of Existing Contracts**

Monday.com: Purchase Order 922036 Project Management Software

This request is for a one (1) year subscription renewal of a project management tool for thirty (30) users. ETSB has used this communication tool for two years. Monday.com is a web and mobile app platform for work management including tracking projects and workflow, assignment of tasks and deadlines, and team collaboration. The platform's capabilities include unlimited boards, dashboards, file storage for project management. The subscription period will run from December 1, 2023 through November 30, 2024. ETSB has received much positive feedback regarding the use of Monday.com and the transparency it provides to users within the 9-1-1 System. Further, Monday.com has instituted a Nonprofit Organizations (NGO) discount of 29%.

Total amount: \$11,246.40.

Environmental Systems Research Institute, Inc. (ESRI): Purchase Order 923026

This request is for a one (1) year renewal in service of ArcGIS Desktop Advanced software maintenance. ArcGIS software is used to edit and manage geographical data and includes advanced analysis and cartography tools. This renewal period will run January 1, 2024 through December 31, 2024.

Total cost of the renewal: \$17,490.00.

Cellco Partnership dba Verizon Wireless: Purchase Order 923030

This request is for an ongoing utility service for wireless connectivity through Verizon for the use of data cards for DU-COMM and ETSB staff. The monthly charges are guaranteed through the master contract CMS793372P at a fixed rate and include the ability to upgrade equipment every ten months. This is for 14 units at an approximate monthly cost of \$36 per unit/month.

Total amount of request: \$6,100.00.

Alliant Insurance Services, LLC Purchase Order 923024

This request is for insurance services for one (1) year. The policy period runs from December 19, 2023 to December 19, 2024. Alliant Insurance Services continues as the insurance broker for the County and ETSB and has made recommendations for the upcoming year based on the current state of the market. The VFIS (Volunteer Firemen's Insurance Services, Inc.) policy covers equipment, property, portable equipment, general liability, management liability, and umbrella insurance coverage through National Union Fire Insurance Company of Pittsburgh, PA for a cost of \$89,760.00. There is an increase in cost commensurate with the increased portable and mobile radio values provided. The deductible for property and lost/broken radios has also been decreased from \$5,000 to \$2,500 per claim. The cyber security application was sent to eight carriers, each of whom declined because of the nature of ETSB operations. The cyber security proposal was obtained through the previous carrier and provides full cyber liability including privacy breach response, extortion, business interruption,



# Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

media liability, as well as a professional liability component for technology services liability for a cost of \$20,505.00. The cyber security policy has a 6% increase with no change in terms. Overall, the policy is an annual premium increase from last year in the amount of \$18,469.00. The County Risk Manager replied that the policy looks good. Alliant representatives will be available via Zoom to answer questions.

Total Recommended Amount: \$110,265.00.

## Blanket Purchase Orders for FY2024

There are three blanket purchase orders on the agenda for FY2024 for CDW-G, Dell and Motorola. The open purchase order format was recommended by the Auditor's Office in 2010 as the proper process to allow staff to purchase small consumable replacement parts and equipment necessary for daily operations in a timely manner. The requests are for thirteen (13) months, from December 1, 2023 through December 31, 2024, to allow for overlap into the next fiscal year to avoid a gap in purchasing ability.

### CDW Government LLC: Purchase Order 923027 Blanket Purchase Order

This request is for a thirteen (13) month blanket PO which will allow staff to purchase replacement parts for systems with a value less than \$5,000 such as keyboards and cables for the 9-1-1 System. ETSB will be utilizing the National Intergovernmental Purchasing Alliance IPA2018011-01 purchasing cooperative.

Total Authorized Amount: \$25,000.00.

### Dell Marketing, LP: Purchase Order 923028 Blanket Purchase Order

This request is for a thirteen (13) month blanket PO which will allow staff to purchase computer equipment with a value less than \$5,000. It should be noted that the 9-1-1 system has used Dell equipment since 2009 and Dell was the successful bidder for CAD workstations when the system was being replaced. ETSB will be utilizing the Midwestern Higher Education Compact MHEC-04152022.

Total Authorized Amount: \$30,000.00.

### Motorola Solutions, Inc.: Purchase Order 923029 Blanket Purchase Order

This request is for a thirteen (13) month blanket PO which will allow ETSB to service and maintain the portable and mobile radios and radio consoles in the DEDIR System. ETSB will be utilizing the new IL STARCOM Master Contract CMT2028589.

Total Authorized Amount: \$50,000.00.

## Open Purchase Order Utilization

Purchase Order	Total	Year to Date	Remaining Balance
FY23 CDW-G	\$ 25,000.00	\$ 6,909.61	\$ 18,090.39
FY23 Dell	\$ 30,000.00	\$ 8,583.32	\$ 21,416.68
FY23 Motorola	\$ 50,000.00	\$ 7,830.00	\$ 42,170.00

Open FY23 Purchase Orders will be reconciled and administratively closed releasing any remaining funds. This generally happens in February.

## Budget Transfers:

Requested transfer of funds for FY24 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Capital Equipment and Machinery) in preparation for the second annual lease payment to





## Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

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Motorola Solutions Credit Company, Contract #680-0025142-000, for the DEDIRS radio replacement project PO 5522-1. The invoice is due on December 1 in the amount of \$6,651,399.48.

Total amount of requested transfer: \$6,651,400.00 for a new account total of \$7,381,972.00

Requested transfer of funds for FY23 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-53806 (Software Licensing) payment of the Advanced Plus MCC7500 console and microwave backhaul maintenance Jan 1, 2023-Nov 30, 2023 and NICE logger maintenance Jan 1, 2023-June 30, 2023 on Motorola PO 6149-1.

Total amount of requested transfer: \$495,882.00 for a new account total of \$1,018,290.00

Requested transfer of funds for FY23 from 4000-5820-53805 (Other Transportation Charges) to 4000-5820-53804 (Postage & Postal Charges) for the shipping and insurance charges associated with radio equipment calibration maintenance.

Total amount of requested transfer: \$1,000.00 for a new account total of \$2,500.00.

### **Payment of Claims:**

On the agenda this month is the Payment of Claims as listed below. The Payment of Claims includes Chairman's authorization letter, Detail listing of obligations vs. budget, DuPage County Auditor's letter and *Bank Account Payment History Report* for Internal and External Payments for FY23.

### **Bills List FY23**

External Payments FY23

Total for Fund 5820 for November 8 meeting: \$1,438,460.00

Dick Buss provided a semi-annual console cleaning service to the PSAPs in June. The invoice for this service was paid on the August bills list. Dick Buss contacted ETSB staff when his bank moved physical locations after he had mailed in the check and after a certain amount of time it had not been deposited. Working through the County Treasurer's Office, Dick Buss had the original payment cancelled and a new payment was issued on this month's payroll in the amount of \$20,000.00.

### **Revenue and Expenditures**

Revenue: Equalization Revenue Reports are on the consent agenda: \$1,231,064.05.

The June surcharge was received on October 3 in the amount of \$1,227,343.85 and was reported in last month's report.

Under "CAD Interface Reimbursement" on the Revenue Report are multiple payments for a total amount of \$3,145.20. Per the below charts, these payments are for reimbursements for interfaces on the CAD system.

Under FSA Optional Equipment Reimbursement, the final agency sent in their payment in the amount of \$575.00. There are no further outstanding payments due for this year.



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

### FSA Maintenance Reimbursement Costs by Agency

#### Hexagon Ancillary Service Annual Invoice: FlowMSP Easy Button, I/CADLink (for ID Networks), and Mobile Responder, I/Netviewer

Total revenue: Fund 5820 Participating agencies were invoiced for their first year of maintenance (July 2022 - June 2023) on the optional app licensing requested by agencies for Hexagon integration. It has been 60 days since the initial invoicing so per County procedure, outstanding agencies will be re-billed for their costs.

FlowMSP is software used by Fire agencies to store pre-plan information. The Easy Button allows fire users to click one button on Hexagon's MPS software to display the information contained in FlowMSP. The FlowMSP Easy Button provides enhanced customer service to fire agencies' end users by reducing the numbers of steps necessary to view information about a property. The PSAPs requested this button be added to the MPS software. The costs were split between the number of agencies who use the software within each PSAP (ACDC - 7, DU-COMM - 13).

	FY2022
<b>FlowMSP Easy Button</b>	<b>\$ 3,448.00</b>
<b>Remitted</b>	<b>\$ 1,206.80</b>
<b>ACDC</b>	\$ 1,206.80
<b>Remitted</b>	\$ 1,206.80
<b>DU-COMM</b>	\$ 2,241.20
<b>Remitted</b>	\$ 2,241.20

Mobile Responder is an app that provides field personnel access to CAD via phones or tablets. Users can view incident details, receive and acknowledge messages, update statuses, and query databases, among other functions.

I/Netviewer provides real-time incident information via the web allowing personnel to retrieve dispatch information without having CAD software installed on their computers.

Agencies who had not remitted payment after 60 days were rebilled per County Finance procedure.

	FY2022	FY2023	FY2024	FY2025	FY2026
<b>Mobile Responder</b>					
<b>I/Netviewer</b>	<b>\$ 35,673.00</b>	<b>\$ 36,743.19</b>	<b>\$ 37,845.42</b>	<b>\$ 38,978.77</b>	<b>\$ 40,148.06</b>
<b>Remitted as of 10/31/23</b>	<b>\$ 28,664.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Addison PD</b>	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
<b>Remitted</b>	\$ 604.00	\$	\$	\$	\$
<b>Bartlett PD</b>	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
<b>Remitted</b>	\$ 604.00	\$	\$	\$	\$
<b>Bensenville PD</b>	\$ 754.00	\$ 776.62	\$ 799.92	\$ 823.92	\$ 848.63
<b>Remitted</b>	\$ 754.00	\$	\$	\$	\$
<b>Bloomingtondale PD</b>	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
<b>Remitted</b>	\$ 604.00	\$	\$	\$	\$
<b>Burr Ridge PD</b>	\$ 1,510.00	\$ 1,555.30	\$ 1,601.96	\$ 1,650.02	\$ 1,699.52
<b>Remitted</b>	\$	\$	\$	\$	\$
<b>Carol Stream PD</b>	\$ 300.00	\$ 309.00	\$ 318.27	\$ 327.82	\$ 337.65
<b>Remitted</b>	\$ 300.00	\$	\$	\$	\$



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

Clarendon Hills PD	\$ 225.00	\$ 231.75	\$ 238.70	\$ 245.86	\$ 253.24
Remitted	\$ 225.00	\$	\$	\$	\$
Downers Grove PD	\$ 979.00	\$ 1,008.37	\$ 1,038.62	\$ 1,069.78	\$ 1,101.87
Remitted	\$ 979.00	\$	\$	\$	\$
DuPage Sheriff's Office	\$ 829.00	\$ 853.87	\$ 879.49	\$ 905.87	\$ 933.05
Remitted	\$	\$	\$	\$	\$
Elmhurst PD	\$ 904.00	\$ 931.12	\$ 959.05	\$ 987.83	\$ 1,017.46
Remitted	\$	\$	\$	\$	\$
Forest Preserve PD	\$ 300.00	\$ 309.00	\$ 318.27	\$ 327.82	\$ 337.65
Remitted	\$	\$	\$	\$	\$
Glen Ellyn PD	\$ 375.00	\$ 386.25	\$ 397.84	\$ 409.77	\$ 422.07
Remitted	\$ 375.00	\$	\$	\$	\$
Glendale Heights PD	\$ 302.00	\$ 311.06	\$ 320.39	\$ 330.00	\$ 339.90
Remitted	\$ 302.00	\$	\$	\$	\$
Hanover Park PD	\$ 150.00	\$ 154.50	\$ 159.14	\$ 163.91	\$ 168.83
Remitted	\$	\$	\$	\$	\$
Itasca PD	\$ 527.00	\$ 542.81	\$ 559.09	\$ 575.87	\$ 593.14
Remitted	\$ 527.00	\$	\$	\$	\$
Lisle PD	\$ 1,056.00	\$ 1,087.68	\$ 1,120.31	\$ 1,153.92	\$ 1,188.54
Remitted	\$	\$	\$	\$	\$
Lombard PD	\$ 1,579.00	\$ 1,626.37	\$ 1,675.16	\$ 1,725.42	\$ 1,777.18
Remitted	\$ 1,579.00	\$	\$	\$	\$
Oakbrook Terrace PD	\$ 754.00	\$ 776.62	\$ 799.92	\$ 823.92	\$ 848.63
Remitted	\$ 754.00	\$	\$	\$	\$
Roselle PD	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Villa Park PD	\$ 906.00	\$ 933.18	\$ 961.18	\$ 990.01	\$ 1,019.71
Remitted	\$ 906.00	\$	\$	\$	\$
Warrenville PD	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Wheaton PD	\$ 1,885.00	\$ 1,941.55	\$ 1,999.80	\$ 2,059.79	\$ 2,121.58
Remitted	\$ 1,885.00	\$	\$	\$	\$
Wood Dale PD	\$ 754.00	\$ 776.62	\$ 799.92	\$ 823.92	\$ 848.63
Remitted	\$ 754.00	\$	\$	\$	\$
Woodridge PD	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Addison Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Bartlett Fire	\$ 754.00	\$ 776.62	\$ 799.92	\$ 823.92	\$ 848.63
Remitted	\$ 754.00	\$	\$	\$	\$
Bensenville Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Bloomington Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Carol Stream Fire	\$ 754.00	\$ 776.62	\$ 799.92	\$ 823.92	\$ 848.63
Remitted	\$ 754.00	\$	\$	\$	\$
Clarendon Hills Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Darien-Woodridge Fire	\$ 1,510.00	\$ 1,555.30	\$ 1,601.96	\$ 1,650.02	\$ 1,699.52
Remitted	\$ 1,510.00	\$	\$	\$	\$
Elmhurst Fire	\$ 2,260.00	\$ 2,327.80	\$ 2,397.63	\$ 2,469.56	\$ 2,543.65





# Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

Remitted	\$	\$	\$	\$	\$
Glenside Fire	\$ 906.00	\$ 933.18	\$ 961.18	\$ 987.83	\$ 1,017.46
Remitted	\$ 906.00	\$	\$	\$	\$
Hanover Park Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Itasca Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Lisle-Woodridge Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Lombard Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Oakbrook Terrace Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Oak Brook Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Roselle Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Tri-State Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Villa Park Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Warrenville Fire	\$ 754.00	\$ 776.62	\$ 799.92	\$ 823.92	\$ 848.63
Remitted	\$ 754.00	\$	\$	\$	\$
West Chicago Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Westmont Fire	\$ 754.00	\$ 776.62	\$ 799.92	\$ 823.92	\$ 848.63
Remitted	\$ 754.00	\$	\$	\$	\$
Wheaton Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Winfield Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$
Wood Dale Fire	\$ 604.00	\$ 622.12	\$ 640.78	\$ 660.01	\$ 679.81
Remitted	\$ 604.00	\$	\$	\$	\$

## 9-1-1 CORE SYSTEM MANAGEMENT

### State of Illinois ISP/Circuits/NextGen 911 ESInet:

State of Illinois GIS NG 9-1-1: Intrado (the vendor that will be managing the GIS database for the ESInet) completed the initial load of the data from DuPage County GIS. The provisioning boundary is complete and County GIS is working through the errors in the other layers (ie fire, law and EMS).

State of Illinois Text to 911: AT&T and the State of Illinois are working on the cutover plan for Text to 9-1-1. They are currently deciding if they will be transitioning agencies that have already cut over to the ESInet first or if they will concurrently roll out the early ESInet agencies with agencies as they cut over.

### Customer Premise Equipment (CPE):

The PSAPS met on October 19 to finalize the backup call flow plan. The tentative agreement is to have a profile created for each other's PSAP in each other's CPE equipment. This profile will have access to the 9-1-1 overflow Uniform Resource Identifier (URI). Each PSAP will have two URIs, one



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

for their own 9-1-1 calls and one for 9-1-1 calls that overflow from other PSAPs. The backup plan will also include access to 10 or 20 (depending on the PSAP) unpublished 10 digits numbers that can be used to receive calls that were forwarded from the PSAPs' administrative lines. ACDC and DU-COMM are finalizing the call flow backup and have a meeting scheduled with Motorola to complete a final review on November 9, 2023. This is the last dependency prior to completing the Vesta configuration for ACDC.

AT&T installed the IP Flex router for the SIP circuit at ACDC on October 23, 2023. The circuit will be tested and turned up on November 6, 2023. The new project timeline was reviewed with the PSAPS at the October 30, 2023 meeting.

ACDC and DU-COMM are finalizing the call flow backup and have a meeting scheduled with Motorola to complete a final review on November 9, 2023. This is the last dependency prior to completing the Vesta configuration for ACDC. The ACDC schedule has been updated with the following dates, AT&T is working on the schedule for DU-COMM but no dates have been finalized:

- Vesta Configuration December 5- December 15, 2023.
- Site Readiness complete January 15, 2024
- Operational Readiness testing January 22-February 2, 2024
- Admin and Agent Training February 5-9, 2024
- Tentative cutover date February 20, 2024

### DuJIS CAD:

	Year to Date		Past Month					
			Totals		Categories of Open Tickets			
Category	Opened	Closed	Total	Closed	System Error Tickets	Configuration Tickets	Referred to Hexagon	Open/Waiting on Customer
CAD	300	249	28	22	4	0	0	8
MPS	413	384	13	10	0	0	0	4
<b>Total</b>	<b>713</b>	<b>633</b>	<b>41</b>	<b>32</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>12</b>

### Interface configurations:

FUSUS: (Oak Brook PD) FUSUS has confirmed that the interface is working as designed and is ready for additional agencies once FUSUS has completed their installation. The FUSUS interface for Oak Brook Terrace and Wheaton has both been deployed to FUSUS for initial testing.

Tablet Command: (Bartlett FD) All documentation has been signed off on and ETSB is currently working with Hexagon to get this installed and tested. The currently schedule is as follows:

Week	Task	Resource
<b>12/18/2023</b>	DUP16 - Setup InterCAD CAD Xalt for TabletCommand	Tim Forsberg
<b>1/1/2024</b>	DUP16 - TEST InterCAD CAD Xalt for TabletCommand	Tim Forsberg
<b>1/8/2024</b>	DUP16 - TEST InterCAD CAD Xalt for TabletCommand	Tim Forsberg
<b>1/15/2024</b>	DUP16 - TEST InterCAD CAD Xalt for TabletCommand	Tim Forsberg

Limited testing will occur during the week of 1/1/24 and 1/8/24.



# Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

First Arriving: (Villa Park FD) Hexagon has received all information requested from Villa Park. Hexagon is in the process of preparing a Quote and SOW. Hexagon is hoping to have this in the hands of ETSB by 11/3/2023.

LEADS 3.0 Interface: (PSAPs) Hexagon, ETSB and PSAP staff are testing the new LEADS 3.0 interface. Since this interface is a PSAP cost an MOU is being finalized with both PSAPs. DU-COMM returned their signed MOU this month. ACDC's portion of the MOU will be completed at their November 6 meeting. This project remains on schedule for a deployment prior to December 31, 2023.

## **CAD/MPS software update:**

ETSB staff have set up test CAD workstations at each PSAP with the new software installed. A Monday.com board has been created to track issues identified with the update. Both PSAPs have begun testing the software. No major issues have been discovered.

Test laptops have been programmed for both the police and fire instance of MPS. No major issues have been discovered. IT installation instructions are being finalized and will be confirmed by the MPS team. IT training sessions on the installation will be held in the coming months.

## **NetMotion (Absolute Secure):**

Category	Year to Date		Past Month					
			Totals		Categories of Open Tickets			
	Opened	Closed	Total	Closed	System Error Tickets	Configuration Tickets	Referred to Hexagon	Open/Waiting on Customer
NetMotion	88	87	16	16	0	0	0	0

## **Comcast Network:**

The preliminary design of the network is due by the end of November. Comcast is in the process of validating the hardware. No changes with the new network deployment have been identified at this time.

## **NetMotion:**

No major issues reported.

## **Cybersecurity:**

The networking for the printers at ACDC has been modified to improve the cybersecurity posture. DU-COMM's networking modification is TBD.

## **Windows Patching:**

Windows patching has started with the test and non-CAD servers. The remaining servers will be patched in November.

## **Fire Station Alerting System (FSAS):**

Category	Year to Date		Past Month				
			Categories of Open Tickets				
	Opened	Closed	Total	Closed	System Error Tickets	Configuration Tickets	Open/Referred to Purvis
FSA	150	148	13	12	0	0	2



# Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

No major issues occurred with FSA this reporting period.

The Fire Standardization Focus Group has begun discussing fire station alerting since the Purvis contract expires in October 2024. The group is gathering research on other systems to determine if they will request a maintenance renewal or pursue other options.

## Geographic Information Systems (GIS) Data:

Category	Year to Date		Past Month							
			Totals			Categories of Open Tickets				
	Opened	Closed	Total	Closed	Open tickets	System Error Tickets	Configuration Tickets	Pending Refresh	Pending Closed/ Verification by PSAPS	Open/ Referred to Hexagon
GIS	469	406	49	16	40	0	2	40	0	0

### Fermi Lab Common Places Project:

The Fermilab common places have been added to the test side of CAD. DU-COMM and ACDC continue to work on testing the common places on the test side of CAD.

### Addison Fire Response Districts Project:

ETSB staff is nearing completion with final verification and met with ACDC during the month of October before pushing into production in November.

### Oak Brook Police Beat and Sub-Beat Project:

Oak Brook Police have requested adding sub-beats to their data for reporting purposes. ETSB, County GIS, RMS team and Hexagon are working to schedule an update to the GIS servers for WebRMS and FBR to add in the req sub-beats.

## 9-1-1 System Memos:

Total Memos	New Memos	Updated Memos	Closed Memos	Open Memos
124	1	0	0	8

### **New Memos:**

1 new memo was opened this reporting period.

Memo 124: New CAD event type. DU-COMM has requested either a new event type or a modification of an existing event type for a car accident vs building. The CAD Focus Group will review the memo at the next meeting.

### **Closed Memos:**

No closed memos this reporting period

### **Open Memos:**

Memo 34: Installation of LAG on the Comcast network. The Tech Focus Group recommended Comcast add Link Aggregation (LAG) to the network at each end point. Comcast has the new hardware in their lab and is currently testing the configuration.



## Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

Memo 37: Hexagon software audit. The Tech Focus Group recommended a review of the software to determine if there were accounts that could be removed or reassigned in the software. This work will be completed with the installation of the CAD update.

Memo 103: CAD/Vesta Standardization. The CAD Focus Group requested a standard way to search for locations in the map for both CAD and CPE. Currently this is not an option. Motorola is investigating whether a change can be applied to the new CPE mapping software.

Memo 108: Change ANI/ALI dump workflow in CAD. The CAD Focus Group requested a change to the workflow for the ANI/ALI dump of data from the CPE to CAD. Currently this is not an option. ETSB staff will investigate options in the new CAD software once it is implemented.

Memo 110: Options for Tones in Fire Station Alerting. DU-COMM requested exploring different options for toning in FSA. DU-COMM is currently mocking up hardware for testing that will be brought to the Tech Focus Group for review once the concept is proved.

Memo 113: Shot/Stab Event Type. ACDC requested investigating creating two separate event types. One for shot and one for stab. This is currently at the Director's level for review.

Memo 123: Task Force Monitor. ACDC requested an additional window be added to CAD to track units assigned to the task force. The CAD Focus Group came to a consensus to add the Window and is currently testing the configuration.

### **DuJIS PRMS:**

The RMS Manager's monthly memorandum for October has been attached to this report, as well as the Hexagon Service Manager's summary and Resident Systems Analyst's (RSA) weekly report(s).

## **DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM (DEDIRS)**

### **DEDIR System Radio Replacement**

**Command Central Aware:** Command Central Aware is software that displays the GPS location of the portable radios on a website. The software was deployed to the PSAPs for testing and to validate the training material for the system. The PSAPs have provided feedback and requested the addition of DuPage specific layers to the Command Central Aware software. ETSB and Motorola are working to add the maps. The PSAPs are preparing to train staff and will work with ETSB to generate a deployment plan for the remaining Telecommunicators.

### **APXNext Radios (Police):**

**Radio Firmware Update:** There were no firmware updates in October.

### **Charger Firmware Update Requirements:**

There are no firmware updates currently scheduled for chargers.

### **APXNext XN (Fire):**

**Beta Site:** Last month the ETS Board approved the memorandum from the PAC Fire Focus Group regarding challenges with the NFPA1802 requirements in the new radios. This memorandum was submitted to the NFPA. Additionally, using the memorandum as a reference, a Tentative Interim Amendment (TIA) Request was also completed and submitted with suggested language changes to





## Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

NFPA. The TIA requires two letters of support, one from Joe Namm, Motorola, and one from Joe Brooks, Boston FD. Jim Connolly, Fire Focus Group Member, has spoken to the Chairman and Secretary of the NFPA 1802 committee and has been reaching out to a few other committee members to gain support for the TIA on behalf of the ETSB and PAC Fire Focus Group.

**Fire Focus Group Template:** As previously reported, the Fire Focus Group has received all agency submitted fire templates and is currently reviewing the spreadsheets to ensure standardization and conformity to the established format. Each template has been uploaded to Monday.com, and if any adjustments are needed, a Fire Focus Group member will add that notification to Monday.com.

Based on the delays in the encryption discussion on the police radios, the fire mobile radios will be programmed with the "third touch" template and configured to accept encryption when the final design is completed. If encryption is decided before all mobiles are programmed, the radio service manager can make the changes for the balance of the mobile fleet.

On the agenda this month is a request from the PAC Fire Focus Group to add "Group Message Services" to mobile and APX4000 and APX6000 radios. The ETS Board has received a supplemental memorandum regarding this request. As of this report, the PAC had not met so their recommendation will be provided at the meeting.

### **APX7000 Series Radio:**

**Declaration of Surplus and Sale of Equipment:** ETSB continues taking in police radios to be decommissioned, declared as surplus and sold. Since last month's report, Elmhurst PD has turned in their radios.

### **STARCOM Wheaton Tower October 30-31<sup>st</sup> Outage:**

Summary:

- Wheaton STARCOM radio tower went offline on October 30, 2023 from 10:30am until October 31, 2023 at 3:45am.
- Fiber between the tower and the AT&T central office was cut during construction work taking place on the county campus for the new animal services building.
- In anticipation of the construction work the fiber between the tower and AT&T central office had been relocated. The new fiber was marked but a section of the fiber bowed 10 feet further than the markings shown.
- Monday.com updates were provided to the PSAPs as new information became available.

Impact:

- APX4000s in the vicinity of the Wheaton Tower would go in and out of range.
- APXNext radios in the vicinity of the Wheaton Tower switched to LTE.
- DU-COMM and ACDC moved agencies in the vicinity of the tower to backup radio channels.

Timeline:

- On October 30 at approximately 11:00am, ETSB received a report from the Sheriff that the APX4000s were getting out of range and the APXNext were switching to LTE.
- ETSB staff contacted County Facilities to investigate the Bi-Directional Antennas on campus that boost the radio signal for STARCOM.
- While Facilities was investigating, ETSB received additional reports of the same behavior off campus.



## Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

- ETSB staff opened a ticket with Motorola. Motorola NOC started investigating and dispatched a technician to the Wheaton tower site and opened a ticket with AT&T.
- The Motorola technician arrived at around 1:00pm and confirmed that the Starcom equipment was functional but that the fiber connection into the network was down. Motorola escalated the AT&T ticket at 2:00pm.
- AT&T and Motorola arrived back at the site around 4:30pm. The AT&T techs were able to confirm that all equipment inside the shelter was functional and that the outside fiber cable had been damaged at some point between the tower site and the central office in West Chicago. The inside AT&T tech requested a high priority ticket for the outside AT&T crew to respond.
- While waiting for the outside crew, ETSB, AT&T and Motorola staff attempted to narrow down the fiber cut. At 8:30pm, Motorola and AT&T escalated the outside crew ticket.
- The inside AT&T crew stayed onsite to help the outside crew and to point out the possible location of the fiber break.
- The outside AT&T crew arrived onsite at around 11:30pm.
- A new fiber was run to replace the damaged fiber and the work was completed around 3:40am.
- The Wheaton Tower site was back online at 3:42am.

### Next Steps:

- County Facility staff who are coordinating the construction project will be contacting everyone involved (Meade Electric and AT&T) in the relocation and repair of the fiber to determine if the repair is temporary or if any further steps are needed to ensure the operation of the STARCOM at the tower.

### Motorola VoLTE (Voice over LTE formerly known as WAVE Application)

The State of Illinois, Department of Innovation and Technology (DOIT) and Motorola have a 10-year contract which began on June 23, 2023 and contains a new rate structure including pricing for the app formerly known as WAVE. This is an Android/iOS handheld cellular application for the connection to the LMR network and includes text messaging; video, photo and file sharing; location, mapping and tracking; group and private PPT calls and other features, independent of your carrier. Through ETSB Policy 911-005.11: DEDIRS WAVE Application, agencies have agreements with Motorola for this app at a monthly user cost of \$15. There will be a cost increase to users beginning in 2024 and continuing in subsequent years. The costs are shown in the table below. This is a cost to users who contract directly with Motorola. DEDIR System users are only required by policy to request access and notify ETSB via the PAC agenda.

2024	2025	2026	2027	2028	2029	2030	2031	2032
\$16.00	\$17.00	\$17.00	\$18.00	\$18.00	\$19.00	\$19.00	\$20.00	\$20.00

### **APX7000 Maintainer:**

The DU-COMM monthly maintainer report for October is provided at the end of this report.

### **Policy Advisory Committee (PAC):**

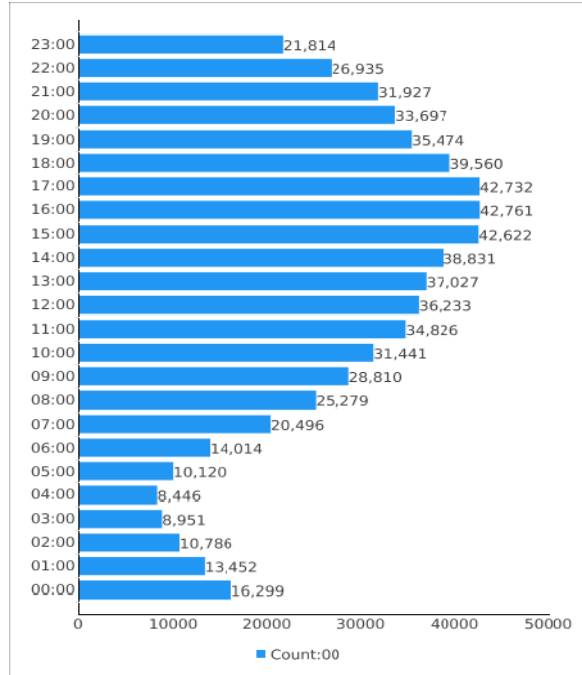
The PAC's regular meeting was October 2, 2023. The ETS Board agenda has the minutes from that meeting.

## ALI AUDIT SUMMARY SNAPSHOT

Calls occurring between: 01-01-2023 12:00:14 AM and 11-01-2023 04:52:45 AM

Calls by Hour

Total: 652,533



Calls by Response Code

Response Code	Total
0 No Active Paths	30
1 One Path OK	48,166
2 Both Paths OK	603,503
7 Manual Query Denied	0
9 Record Not Found	834
<b>Total</b>	<b>652,533</b>

Calls by Query Type

Query Type	Total
I Initial	317,521
M Manual	568
R Repeat	334,444
T Test	0
<b>Total</b>	<b>652,533</b>

Calls by Call Type

Call Type	Total
A Anonymous Call [911-0000]	1,586
E ESCO [911-0XXX]	1
S Standard ANI Received [NXX-XXXX]	615,648
U Uninitialized Call [911-XXX-XXXX]	35,293
Z Seizure with no ANI [000-0000]	5
<b>Total</b>	<b>652,533</b>

Calls by Class of Service

Class of Service	Initial Query	Manual Query	Repeat Query	Test Query	Total
N/A	493	302	39	0	834
0 Business OPX	14	0	0	0	14
1 Residence	5,812	36	177	0	6,025
2 Business	5,839	105	133	0	6,077
3 Residence PBX	0	0	0	0	0
4 Business PBX	1,044	6	20	0	1,070
5 Centrex	80	2	3	0	85
6 Coin 1 Way Ot	5	0	0	0	5
7 Coin 2 Way Out	0	0	0	0	0
8 Mobile	0	0	0	0	0
9 Residence OPX	0	0	0	0	0
A Cust Owned Coin Telephone	0	0	0	0	0
B ESCO Failure	1,511	0	76	0	1,587
C VoIP Residence	0	0	0	0	0
D VoIP Business	19	0	6	0	25
E VoIP Coin/Pay Phone	0	0	0	0	0
F VoIP Wireless	0	0	0	0	0
G Wireless Phase 1	50,134	18	9,098	0	59,250
H Wireless	208,863	82	323,649	0	532,594
J VoIP Nomadic	0	0	0	0	0
K VoIP Enterprise Solutions	0	0	0	0	0
T VoIP Coin/Pay Phone	0	0	0	0	0
V VoIP Services	43,687	17	1,243	0	44,947
X TEXT TO 911	0	0	0	0	0
<b>Total</b>	<b>317,501</b>	<b>568</b>	<b>334,444</b>	<b>0</b>	<b>652,513</b>

Calls occurring between: 01-01-2023 12:00:14 AM and 11-01-2023 04:52:45 AM

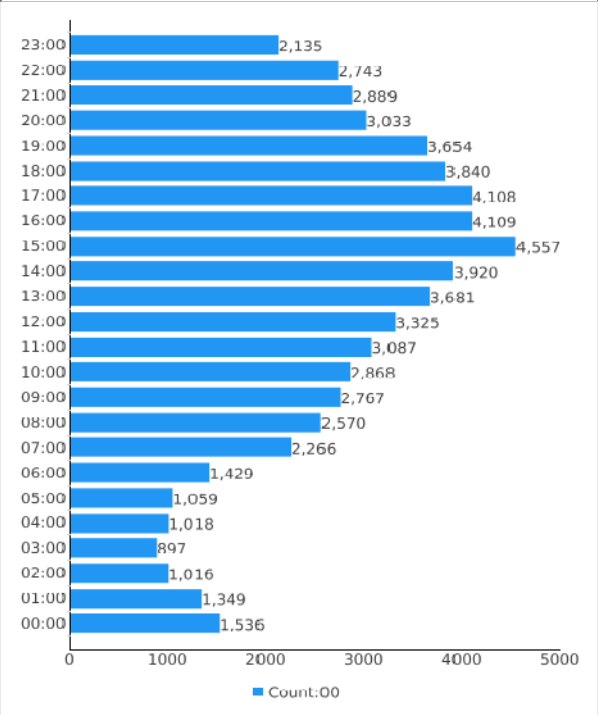


ALI AUDIT SUMMARY SNAPSHOT

Calls occurring between: 10-01-2023 12:01:38 AM and 10-31-2023 11:58:19 PM

Calls by Hour

Total: 63,856



Calls by Response Code

	Response Code	Total
0	No Active Paths	4
1	One Path OK	812
2	Both Paths OK	62,954
7	Manual Query Denied	0
9	Record Not Found	86
Total		63,856

Calls by Query Type

	Query Type	Total
I	Initial	30,382
M	Manual	36
R	Repeat	33,438
T	Test	0
Total		63,856

Calls by Call Type

	Call Type	Total
A	Anonymous Call [911-0000]	124
E	ESCO [911-0XXX]	0
S	Standard ANI Received [NXX-XXXX]	60,237
U	Uninitialized Call [911-XXX-XXXX]	3,495
Z	Seizure with no ANI [000-0000]	0
Total		63,856

Calls by Class of Service

	Class of Service	Initial Query	Manual Query	Repeat Query	Test Query	Total
	N/A	56	20	10	0	86
0	Business OPX	0	0	0	0	0
1	Residence	554	3	13	0	570
2	Business	592	6	16	0	614
3	Residence PBX	0	0	0	0	0
4	Business PBX	81	0	3	0	84
5	Centrex	2	0	0	0	2
6	Coin 1 Way Ot	0	0	0	0	0
7	Coin 2 Way Out	0	0	0	0	0
8	Mobile	0	0	0	0	0
9	Residence OPX	0	0	0	0	0
A	Cust Owned Coin Telephone	0	0	0	0	0
B	ESCO Failure	122	0	2	0	124
C	VoIP Residence	0	0	0	0	0
D	VoIP Business	0	0	0	0	0
E	VoIP Coin/Pay Phone	0	0	0	0	0
F	VoIP Wireless	0	0	0	0	0
G	Wireless Phase 1	4,063	0	716	0	4,779
H	Wireless	20,299	3	32,548	0	52,850
J	VoIP Nomadic	0	0	0	0	0
K	VoIP Enterprise Solutions	0	0	0	0	0
T	VoIP Coin/Pay Phone	0	0	0	0	0
V	VoIP Services	4,611	4	130	0	4,745
X	TEXT TO 911	0	0	0	0	0
Total		30,380	36	33,438	0	63,854

Calls occurring between: 10-01-2023 12:01:38 AM and 10-31-2023 11:58:19 PM

# Year to Date 9-1-1 System Call Count

For (Call Origin)

Creation Date: 11/01/2023 01:01:37 PM

Grouping: Site & Call Origin

Date Range: 01/01/2023 12:00:00 AM - 10/31/2023 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Detail Information

Site	Call Origin	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non- Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
			Emergency	Non- Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
ACDC	Incoming	284,487	103,598	180,889	0	4,740	88,236	8,763	0	1,859	0	6,682	00:00:04
	Internal	20,016	0	20,016	0	0	0	0	0	0	0	0	00:00:00
	Outgoing	85,616	0	85,616	0	0	0	0	0	0	85,616	0	00:00:00
	<b>Total</b>	390,119	103,598	286,521	0	4,740	88,236	8,763	0	1,859	85,616	6,682	00:00:04
DU-COMM	Incoming	589,448	237,508	351,940	0	12,774	181,891	39,543	0	3,300	0	16,703	00:00:05
	Internal	89,205	0	89,205	0	0	0	0	0	0	0	0	00:00:00
	Outgoing	143,242	2	143,240	0	0	0	0	0	0	143,242	0	00:00:00
	<b>Total</b>	821,895	237,510	584,385	0	12,774	181,891	39,543	0	3,300	143,242	16,703	00:00:05
<b>Total</b>		1,212,014	341,108	870,906	0	17,514	270,127	48,306	0	5,159	228,858	23,385	00:00:05

# Monthly 9-1-1 System Call Count

For (Call Origin)

Creation Date: 11/01/2023 01:00:50 PM

Grouping: Site & Call Origin

Date Range: 10/01/2023 12:00:00 AM - 10/31/2023 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Summary Information

Site	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non- Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
		Emergency	Non- Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
ACDC	37,722	9,713	28,009	0	465	8,128	968	0	152	7,548	472	00:00:04
DU-COMM	79,530	22,365	57,165	0	1,127	16,954	4,145	0	139	12,943	1,233	00:00:05
<b>Total</b>	<b>117,252</b>	<b>32,078</b>	<b>85,174</b>	<b>0</b>	<b>1,592</b>	<b>25,082</b>	<b>5,113</b>	<b>0</b>	<b>291</b>	<b>20,491</b>	<b>1,705</b>	<b>00:00:05</b>

# Year to Date 9-1-1 System Transfer Count

For (Call Origin)

Creation Date: 11/01/2023 12:58:36 PM

Grouping: Site & Call Origin

Date Range: 01/01/2023 12:00:00 AM - 10/31/2023 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Detail Information

Site	Call Origin	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non- Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
			Emergency	Non- Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
ACDC	Incoming	26,259	26,259	0	0	740	23,643	1,876	0	0	0	0	00:00:04
	<b>Total</b>	26,259	26,259	0	0	740	23,643	1,876	0	0	0	0	00:00:04
DU-COMM	Incoming	29,210	29,210	0	0	465	26,847	1,898	0	0	0	0	00:00:05
	<b>Total</b>	29,210	29,210	0	0	465	26,847	1,898	0	0	0	0	00:00:05
<b>Total</b>		55,469	55,469	0	0	1,205	50,490	3,774	0	0	0	0	00:00:05

# Monthly 9-1-1 System Transfer Count

For (Call Origin)

Creation Date: 11/01/2023 12:57:35 PM

Grouping: Site & Call Origin

Date Range: 10/01/2023 12:00:00 AM - 10/31/2023 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Summary Information

Site	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non- Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
		Emergency	Non- Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
ACDC	2,768	2,768	0	0	76	2,473	219	0	0	0	0	00:00:04
DU-COMM	3,061	3,061	0	0	35	2,810	216	0	0	0	0	00:00:05
<b>Total</b>	<b>5,829</b>	<b>5,829</b>	<b>0</b>	<b>0</b>	<b>111</b>	<b>5,283</b>	<b>435</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>00:00:05</b>

911 System Design Standardization Memos

Origin	Title	DESCRIPTION	STATUS of MEMO (Pending, In Process/Testing, Pending/Research, Implemented, Closed/Enhancement tot Product Development, Closed)	Closed Date	CAD FOCUS	TECH FOCUS	FSA FOCUS	MPS	DIRECTORS	ETS BOARD
CAD	Informer Trigger words	Request to eliminate words that trigger an alert when entered into CAD	Closed	04/22/20	Consensus	N/A	N/A	N/A	N/A	
CAD	Alphanumeric Verification	enables a setting that will allow alphanumeric addresses to geo-verify without a space.	Closed	03/16/20	Consensus	N/A	N/A	N/A	N/A	
CAD	Auto Verification of address	disable automatically geo-verifying addresses that are unique in the system.	Enhancement tot product development		Research	N/A	N/A	N/A	N/A	
CAD	on-off ramp entries	enhance the TCs' ability to identify on and off ramps for the highways	closed	03/15/22	Consensus	N/A	N/A	N/A	N/A	
CAD	Pro-QA data export	request to escalate the priority of a data export to facilitate the development of a single server for Pro-QA software	Closed	03/16/20	Consensus	N/A	N/A	N/A	N/A	
CAD	Eliminate the 2 or 3 digit code from Purvis	removing the 2 or 3 digit code from the Purvis announcement.	Closed	08/20/20	Consensus	N/A	Consensus	N/A	N/A	
CAD	Half addresses	presentation of two options for how to handle half-addresses.	Closed	03/16/20	Consensus	N/A	N/A	N/A	N/A	
CAD	Command Line Font size	the font size larger on the command lines- expanded to the multi-command line	Enhancement tot product development		Consensus	N/A	N/A	N/A	N/A	
CAD	PI-Delay	adjust an event code that corresponded to a car accident with injuries that was delayed	Closed	04/08/20	Consensus	N/A	N/A	N/A	N/A	
CAD	Street Aliases	discuss options for alias street names in the CAD system. This would apply to streets such as North Ave AKA Route 64	Closed	10/06/20	Consensus	N/A	N/A	N/A	N/A	
FSA	Cover Memo	Outline of the memo process	Closed	01/23/20	N/A	N/A	Consensus	N/A	N/A	
FSA	Formula for Agency Costs	Costing formula options for expensess relating to changes in systems	Closed	01/23/20	N/A	N/A	Consensus	N/A	N/A	
FSA	Standardization of Recommends	Using Z units in CAD	Closed	03/02/20	Consensus	N/A	Consensus	N/A	N/A	
FSA	Activating New Tone	Adding a rules to Engines to facilitate tones	Closed	03/02/20	Consensus	N/A	consensus	N/A	N/A	
FSA	Add Units to Calls	Add Unit to calls from mobiles without generating a tone	Closed	05/14/20	N/A	N/A	Consensus	N/A	N/A	
FSA	Optional Equipment Status	Optional equipment forming options	Closed	05/14/20	N/A	N/A	Consensus	N/A	N/A	
FSA	Open Radio	Leaving the radio open for two minutes after the Purvis alert in the stations	Closed	03/02/20	N/A	N/A	Consensus	N/A	N/A	
FSA	Dead End Streets	Remove Dead End from the announcement	Closed	06/22/20	Consensus	N/A	Consensus	N/A	N/A	
FSA	LSI Data Into CAD	Add Hazardous Material data from the State into CAD	Closed	03/02/20	N/A	N/A	Consensus	N/A	N/A	
FSA	Flow MSP	The font size larger on the command lines- expanded to the multi-command line	Closed	03/02/20	N/A	N/A	Consensus	N/A	N/A	
FSA	Additional Goals	expand the goal to consider the time from call to responder arrival instead of from the time of call to dispatch	Closed	03/14/20	Consensus	N/A	Consensus	N/A	N/A	
FSA	Non-standard CAD programming	Creating CAD command that are unique to an agency or a small subset of agencies	Closed	06/22/20	Consensus	N/A	Consensus	N/A	N/A	
TECH	Purvis Proposal	Review of the proposal to address the back-up alerting solution	Closed	02/06/20	Consensus	Consensus	Consensus	N/A	N/A	
TECH	ICD from Hexagon for LEADS	review the Hexagon proposal for the LEADS ICD- Hexagon is re-working the proposal	Enhancement tot product development		Pending	Pending	N/A	N/A	N/A	
CAD	Assist other priority change	DU-COMM request to change the priority of Assit other from 4 to 2. This will adjust the watchdog times	Closed	04/22/20	Consensus	N/A	N/A	N/A	N/A	
CAD	Macro request On-Unit	DU-COMM request a macro to combine to add the vehicle when logging a unit on duty	Closed	04/22/20	Consensus	N/A	N/A	N/A	N/A	
CAD	New Event code request	DU-COMM request to add two new event codes	Closed	03/09/21	Consensus		Consensus			
Tech	Switch Design	DU-COMM recommendation for a switch design review	Closed	05/26/20		Consensus				
FSA	Translations	Request to have the PSAPs manage FSA translations	Closed	05/19/20	Consensus		Consensus			
Tech	Enhanced Monitoring	Review the three proposals from Solar winds	Closed	07/31/20		Consensus				
CAD	Fire Priorities	Requet to re-visit the Fire events priorities from ACDC	Closed	01/15/21	Consensus		Consensus		Consensus	
FSA	Priority Column	Request to add priority columns back into MPS	Closed	06/07/20	Consensus		Consensus			
FSA	Self-assgin	Request the ability to self-dispatch calls from pending	Closed	06/07/20	Consensus		Consensus			
TECH	LAG	Install LAG on the Comcast side of the Network	In process/ Review			Consensus				
TECH	Security	Review Results of the Nessus system testing	Closed	06/22/20		Consensus				
TECH	VMware upgrade	Install upgrade to Vmware from 6.0-6.7	Closed	06/22/20		consensus				
TECH	Software Review	Conduct a software review comparable to the cutover review	In Process			Consensus				
CAD	9-1-1 Call Flow	Reivew the 9-1-1 Call flow process	Closed	01/18/22					Consensus	
CAD	Updated Macro	request to reduce the CDCMDKEY	Closed	07/21/20	Consensus					
CAD	Update LEADS Trigger words	reintroduce trigger words from SOS for DL status	Closed	07/21/20	Consensus					
TECH	NICE Upgrade	Connect lines and positins to the NICE Recorder/DSO end of life update	Closed	06/22/20		Consensus				
FSA	Available on Event	Would like the MPS be programmed to change status to AOE	Closed	06/25/20	Consensus		Consensus			
TECH	Dell Storage	Dell offsite storage	Closed	03/01/20		Consensus				
Tech	CAD Workstations At DU-COMM	Install the ETSB image on the Workstations at DU-COMM	Closed	08/02/21		Pending			Consensus	
FSA	BARB procurement	Pros and Cons of the application	Closed	09/03/20			Consensus			
CAD	EDIT unit Roster	Change the Display from Employee number to Sign on ID	Closed	09/15/20	Consensus					
CAD	Informer Unit Colum	Add a column that displays the unit in informer	Closed	09/15/20	Consensus					
26	Multi-Command line	Force CAPS lock on the multicommand line	Enhancement tot product development		Consensus					

CAD	Add select event hot key	Eliminate a step when selecting a unit on an event	Enhancement tot product development		Consensus					
CAD	Unit Roster	Add the Badge number to the Unit display	Enhancement tot product development		Consensus					
CAD	Infomrrer Hot Key	Add a hot key that opens up into Informer	Enhancement tot product development		Consensus					
CAD	Dispatch Assign	Dispatch assing to work automatically	Closed	12/29/20	Consensus					
CAD	Dispatch Assign multiple units	Allow dispatch assign to work with multiple units	Enhancement tot product development		Consensus					
CAD	Monitor preferenc	Allow the monitors to be saved from each login	Enhancement tot product development		Consensus					
CAD	Vin Response	Allow title search to be run in Informer	Enhancement tot product development		Consensus					
CAD	Informer history	Develop a way to search for informer history	Enhancement tot product development		Consensus					
Tech	Carrier diversity	Request to explore surplus bandwidth to provide carrier diversity	Closed Jan 12, 2021	11/23/20	Consensus					
CAD	UL Functionality	Ability to add apartment number using the UL Function	Enhancement tot product development		Consensus					
CAD	Commit and Cover	Add Commit and Cover command to the right click list	Closed	10/06/20	Consensus					
CAD	TC name in the Remarks	ADD the PSAP and first initial to the TC name in remarks	Enhancement tot product development		Referred				Pending	
CAD	Available on Event	Would like AOE to set the timer to 0	Closed	01/21/21	Consensus					
CAD	Remove CUS	Remove CUS from Status codes PD RR IC WP TA AD	Closed	02/23/20	Consensus					
CAD	Mutple Clearing units	Change programming to allow multiple units to be cleared	Enhancement tot product development		Consensus					
CAD	F2 enhancement	Want F2 to bring to the command line anywhere in the program	Enhancement tot product development		Consensus					
CAD	Mutple On units	Want the ONU command to work for multiple units	Closed	04/20/21	Consensus					
CAD	Unit Transport streamline	Get rid of the dashes in the command line for unit transport	In-Process Research		Consensus					
CAD	Adjust name and tx field	add field for alalm and to companies that doesn't impact LOI	Closed	08/18/20	Consensus					
CAD	Alias EMD codes	want the EMD numeric code entered as alias for event type	Closed	08/06/20	Consensus					
TECH	CISA request	Cybersecurity testing	10/12/2021			Consensus				
	Monday.com	Online project management tool	Closed							
TECH	Vmware upgrade	upgrade to VMware version 6.7	Closed	02/22/22		Consensus				
CAD	Duplicate and Cancel	Attach the name of the TC that made the original ticket to remarks	Enhancement tot product development		Consensus					
FSA	Default MPS CADVIEW screen	Change the default MPS screen to Event list	Closed	04/20/21	Consensus		Consensus			
CAD	Right Click update	Using the Spreadsheet submitted update the right click list	closed	04/20/21	Consensus					
CAD	K9 Event codes	add event codes for the different types of dogs	Closed	09/12/20	retracted					
CAD	Relocate Unit Monitor	Add a new monitor for relocated unites	Closed	11/17/20	Consensus					
TECH	ALI Re-bid Times	Review the options to adjust the time for Automatic ALI re-bids	Closed	12/15/20		Consensus				
CAD	Call Source	Default Call Source to Phone	Closed	03/23/21	Referred to Directors				Directors	
CAD	Edit unit Code	Change the two digit unit code for Elgin from EG to EN	Closed	04/20/21	Consensus				Pending	
TECH	Power Supply	Procure redundant power supplies for switches etc	Closed	03/23/21					Pending	
CAD	Retail Theft	Change the subtype to Reatil-Delay	Closed	12/15/20	Consensus					
CAD	Caller Name LOI Search	Disable Caller Name from the LOI Search	Closed	12/29/20	Consensus					
CAD	Bomb Threat	Use a code for bomb threat instead of the words in Purvis	Closed	01/14/21		Consensus				
CAD	Timers	Remove the shift timers from the system	Closed	03/09/21	Consensus					
CAD	Live Mum additions	Add stations to match or come close to matching LiveMUM from CAD	Closed	04/20/21	Consensus					
CAD	Common places for DSO	Add common place names for DSO lots for a DSO response	Closed	09/01/01	Consensus					
FSA	Available on Event	Add the ability for MPS to self dispatch from Available on event	Closed							
CAD	KH and Business names Spec Situation	Remove the KH and business files from notification	Closed	05/09/21	Consensus					
CAD	Live Mum changes	Change the ETB of arrive danger to 40 minutes	Closed	05/04/21	Consensus					
TECH	TRE change	redesign the TRE to ensure it passes to Starcom	Closed							
CAD	Add subtypes to Assist	Create two new subtypes for assist to the SA and coroner	Closed	09/28/21	Consensus					
CAD	TestCase for Pro QA	Turn on the test case option in ProQA	closed	06/18/21	Consensus					
CAD	Standardized RR names	tracks xx where xx is a two/four digit abbreviation for the Railroad	Closed	02/05/21	Consensus					
FSA	Cross Staffed Apparatus	"Jump Crews" in Live Mum different than CAD	Closed	08/11/22		Consensus				
FSA	Border Station Depth	Analysis of station depth for border agencies	Closed	08/11/22		Consensus				
FSA	Border Station Run orders	Adjust the run orders of stations based on Analysis from 96	Closed	08/11/22		Consensus				
FSA	Drive Time Adjustments	Adjust the drive time for Mutual aid agencies	Closed	08/11/22		Consensus				
FSA	Pre-planned rels	Add pre-planned rels into LiveMum	Closed	07/28/22		Consensus				
FSA	Unit Depletion	Program LiveMUM to make recommends based on unit depletion percetages	Closed	08/11/22		Consensus				
CAD	Wayne township Coverage	Add a note to the Wayne township area about for overnight disptaching	Closed	07/16/21	Consensus					
FSA	EBT Request	Request DECCAN run two hears of data for more accurate EBT	Paused	05/18/23					Consensus	
FSA	COQ report number request	Request a report number for agencies receiving COQ equipment	Closed	09/28/21		Consensus				
CAD	Update Skill list	Add Drone to the Skill list	Closed	09/28/21	Consensus					
CAD	CAD/Vesta Standardization	Adjust one of the systems to search for intersections using the same syntax	Pending -Research		Consensus					
CAD	Add event code	Add Event code for 3SI	Closed	11/19/21	Consensus					
CAD	Add a layer to the map	Create a layer for Division 10 in the CAD map	Closed	09/13/22	Consensus					
CAD	in-custody time stamp	Program CAD to include the time stamp in the list of times	Closed	03/15/22	Consensus					
FSA	Add new agency to CAD	Create a new agency in CAD for mabas division 12	Closed				Consensus			
CAD	ANI/ALI dump work flow	Change the programming so that the keyboard can be used after ANI/ALI dump	Pending Research							
CAD	Timer for Delayed call	Want to have a timer for Trbl alarms to delay dispatch 10 minutes	Closed	03/15/22	Consensus					
Tech	Options for Tones	Explore audio setting options for tones on the fire channels	Pending Research							
Tech	Purvis Proposal	Review Purvis Proposal	Closed			Impasse			Impasse	
CAD	LPR Event	New CAD Event for License plate reader	Closed	15-Nov-22						
CAD	Shot Stab event type	separate out the shot fired and gunshot into two type codes	Pending Research		Impasse		Impasse			
Tech	Open USB ports	Request to open USP ports to the Bridge	Closed	9-Jan-23		Consensus				
CAD	Train Cleared	Request to add commands to menus and boards	Closed	28-Mar-23	Consensus					
	Emergency Button Mobile	Request to change the functionality of the emergency button	Closed	12-Jan-23			Consensus			

FSA	UE Delta Programming	Remove MAF units from CADView	Closed	4-May-23			Consensus			
FSA	Strobe light timing	Up the time out for the strobe units to 2 minutes	Closed	4-May-23			Consensus			
FSA	Recall dispatch	Add a Recall dispatch button to MPS	Closed	18-May-23			Consensus			
FSA	Resync Units and Events	Add a resync button to MPS	Closed	18-May-23			Consensus			
Tech	Shared Drives	Shared drive in the DMZ to reduce Cybersecurity	Closed	5-Sep-23		Consensus				
TECH	Shared Subnet	Allow traffic point to point for printers for cybersecurty	Closed	5-Sep-23						
CAD	Task Force Units	Create Monitors for the Task force group	Pending Research							
CAD	New Event code request	new or modified event type for Car vs Building	New							



**Motorola Monthly Incident Report  
October 2023**

Ticket ID	Priority	Title	Site name	Resolution	Date detected	Date modified	Status
INC000008271393	Priority 3	Position 28 is not passing phone audio through the radio system	Du-Comm Disp Center - Dupage Cnty - Starcom Z1		10/13/2023, 10:41:31 AM	10/13/2023, 3:15:13 PM	Closed
INC000008328176	Priority 3	Intermittently field cant hear dispatch and back	Du-Comm Disp Center - Dupage Cnty - Starcom Z1	user error	10/27/2023, 12:06:41 AM	10/27/2023, 1:20:20 PM	Open
INC000008333905	Priority 3	Pos. 5 desktop PTT button broken	Du-Comm Disp Center - Dupage Cnty - Starcom Z1	Replaced replacement gooseneck mic/ptt to Erik/customer. Closing ticket.	10/27/2023, 9:32:01 AM	10/30/2023, 4:23:22 PM	Closed



**DUPAGE  
COUNTY**

## INFORMATION TECHNOLOGY

630-407-5000  
Fax: 630-407-5001  
it@dupageco.org

[www.dupageco.org/it](http://www.dupageco.org/it)

TO: PRMS Oversight Committee and ETS Board  
FROM: Don Ehrenhaft, PRMS Manager  
DATE: October 25, 2023  
RE: DuJIS RMS Monthly Update

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### ***Accomplishments:***

- NIBRS Reporting Tool is live.
- Data Sheet Refresh Subcommittee holding regular meetings.
  - This is a critical foundational step to begin the OCR 10.0/MFR project.
- OCR 10.0/MFR project kick-off was held October 24th.

### ***Victories:***

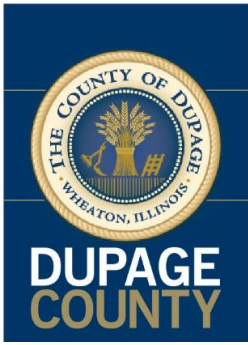
- NIBRS
  - Only 3 agencies remain to make submissions.
  - RMS team will be working with each remaining agency to complete submissions.
  - We anticipate transitioning this project from implementation to support within the next month.

### ***Action Items:***

- NIBRS Transition Go-Live/Certification
  - Support and assist remaining agencies with individual submission and certification.
- 00102630 - Addresses Validates in FBR without a Zip Code – IN PROGRESS

### ***RSA – Customer Support Collaboration:***

- Maintained weekly NIBRS Project status call, standing call at 2:30 pm on Mondays.
- Maintained weekly I/CAD case review call, standing call at 9:00 am on Thursdays.
- Maintained RMS weekly status review call, standing call at 1:00 pm on Thursday.
- Effectively utilized new framework for rapid resolution, consistent communication, and transparent interaction.



## INFORMATION TECHNOLOGY

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### ***Next Month's Actions Items:***

- Transition NIBRS project to support.
- Commence planning phase of MFR/OCR 10.0 project.
- Continue to work with Data Sheet Refresh subcommittee.



**HEXAGON**  
SAFETY & INFRASTRUCTURE

## October Monthly Report

Customer Name	DuPage County, IL	Alias	DUPG2.00.11
Customer PM	Linda Zerwin/Mike Galvin	Hexagon Sales	TJ MCGEE
Hexagon Support Manager	Tony Capasso	Project / Delivery Name	DuPage ETSB
New Change Requests	None	Reporting Period End	October 31, 2023

### Support Overview

Open Tickets		SRs		CRDs		CREs	
On target	<input checked="" type="checkbox"/>	P2	1	P2	0	P2	2
Below target	<input type="checkbox"/>	P3	28	P3	10	P3	6
Above target	<input type="checkbox"/>	P4	0	P4	0	P4	0

RED	One or more of the following remain unhandled: significant risks and/or issues; behind schedule by >10%
YELLOW	There is a plan in place to rectify one or more of the following: significant risks and/or issues; behind schedule <=10%
GREEN	No significant risks or issues

### Support Performance - Period ending October 31, 2023

GREEN	Continue to have weekly CAD SR Review call with Dupage and Hexagon CAD team. Communication remains high and both sides stay engaged.  RSAs from Hexagon are continuing to provide value added performance and operating hand in hand with Customer Support.
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### Support Activities

#### Objectives Completed This Period

- Weekly meetings were held. No Onsite meetings were held this month.
- 11 support tickets were resolved in the month of October 2023.
- Several of the CRs are resolved in later versions of CAD - Upgrade in progress

#### Objectives NOT Completed This Period - Mitigation tasks to align schedule are provided in the Notes Section with the corresponding #

#### Objectives for Next Period Remaining Project Items (All Numbers are utilizing the DuPage Schedule DUPG2 Schedule)

- Focus and continued resolution on existing support SRs.

Change Orders	Date	Status	Description

#### Notes From Above Activities:



## RSA Weekly Status Report: RMS/CAD



<b>Week Ending</b>	<b>10/20/2023</b>
<b>Type:</b>	<b>RSA Weekly Status Report</b>
<b>Reported by:</b>	<b>Steve Burrell, RSA</b>
<b>Stakeholders for Distribution:</b>	<b>DuPage:</b> Don Ehrenhaft, Dave Jordan, Frederick Brockmeier, Anthony McPhearson, Matthew.Theusch, Linda Zerwin <b>Hexagon:</b> Stephen Starnowsky, Patrick Mellin, Ben VanHorne, Tammy Heaton, Anthony Capasso, Wendy Mann

Topic	Status Summary	Escalation?	Status?
Closed Cases (03)			
00187925	Lisle PD submitted Jan thru June as their first NIBRS submission.		CLOSED
00185771	Age Range issue in FBR vs NIBRS validation.		CLOSED
Lisle NIBRS submissions	Resolved issue with Lisle NIBRS submissions.		CLOSED
High Priority Items			
NIBRS Data Submissions	Agencies are successfully submitting NIBRS data to the State of IL. Errors at this point are very low and are clerical / data entry in nature.	RSA / NIBRS Team / DuPage	In-Process (3 Agencies remain)
SSRS install troubleshooting	SSRS web portal will not display in TEST environment.	RSA / Support	In-Process
Summary of Additional Work Performed This Week			
	Worked on open tickets and sent out follow up emails.	RSA	
NIBRS data submissions	Agencies are successfully submitting NIBRS data to the State of IL. Errors at this point are very low and are clerical / data entry in nature. It is extremely important that Agencies follow the directions / procedures provided during training and working sessions. Some agencies have not done this and as a result created problems that needed to be resolved.  Continue to work with DuPage and several agencies, on Teams calls, to walk them through the NIBRS submission process and answer any questions, confirm agencies are using the correct credentials etc.	RSA / NIBRS Team / DuPage	In-Process (3 Agencies remain)
Lisle NIBRS submissions	Resolved issue with Lisle NIBRS submissions. Several months were submitted at one time when only JAN was expected. Situation resolved. DuPage RMS Team to provide additional user training.	RSA / DuPage	CLOSED
Approval Process (OCR)	Discussed new approval process required for OCR 10.0	RSA / DuPage	In-Process
SSRS install troubleshooting	SSRS web portal will not display in TEST environment.	RSA / Support	In-Process
00185771	Age Range issue in FBR vs NIBRS validation - 10/06/2023 - Some agencies were entering "00" or "1-99" for a suspect with an unknown age. There are 2 problems with this:	RSA	CLOSED Workaround provided / user training



## RSA Weekly Status Report: RMS/CAD



	<p>NIBRS wants a smaller age range such as 20-29 OR just pick an age (best guess). The age can always be changed later if/when a suspect is identified.</p> <p>If there are any suspect identifiers entered (height, weight, hair color, gender, etc...) "0" or "00" cannot be used and age OR range must be entered.</p> <p>This will need to be addressed by DuPage as a user training user issue.</p> <p>We are currently looking into the possibility of turning off this rule if FBR.</p>		
<b>00150231</b>	<b>Disposition substitution when records move from FBR to OCR</b>	RSA	In-Process
<b>LEADS 3.0 Interface</b>	<p><b>LEADS 3.0 (beta) available for testing in a TEST environment.</b></p> <p>The intention of this delivery is to test certain functionality like connection with the state and other basic functions such as sending and receiving queries. Additionally, once we receive the sample data from the State of IL, I will forward that information to Development to apply to their existing work.</p> <p>DuPage to continue communicate with State of IL on creating a TEST LEADS 3.0 connection.</p> <p><b>08/17/2023</b> - Currently installing / troubleshooting LEADS 3.0 beta on the TEST environment. Will test after install.</p> <p><b>08/24/2023</b> – LEADS interface is receiving broadcast messages (in TEST) from LEADS but inquiry results are not being received.</p> <p><b>10/13/2023</b> - Waiting on documentation from DuPage</p>	RSA / Hexagon / DuPage	Waiting on Customer
<b>00143821</b>	<p><b>'EX-DATING RELATIONSHIP' causes error</b></p> <p><b>10/03/2023</b> - Investigating the possibility of turning off this NIBRS validation in FBR. OCR does and will handle the NIBRS validation.</p>	RSA / Support	In-Process
<b>00182284</b>	<p>MPS Issue, MPS does not open ticket number 8431 and 8487</p> <p><b>09/28/2023</b> - I spoke with Kris and Peter at DuPage about this. The problem is limited to only 1 agency with 2 newly installed computers. It sounds like a permissions issue and/or improperly named folders such as tmp vs temp. They will investigate and let me know.</p> <p><b>Will close on OCT 20 if no feedback is provided from DCSO.</b></p>	RSA	Waiting on Customer
<b>00185797</b>	<p>Juvenile contact OCR validation reverts back to not validated in NIBRS client (Wheaton PD)</p> <p><b>Situation:</b> An incident exists that has multiple arrestees linked to it, either Juvenile or adult. When the incident is NIBRS validated in OCR, consequently the linked arrests' status changes to 'Not Validated'. When an individual arrest is NIBRS validated, any other linked validated arrests (on the same incident) status is changed from valid to not validated.</p> <p><b>Current Workaround:</b> After all other incidents and arrests are validated via OCR, the arrests that fit the above criteria can be</p>	RSA / NIBRS Team	In- Development



## RSA Weekly Status Report: RMS/CAD



	validated via the NIBRS tool by clicking the "Validate All" button in the NIBRS client.		
<b>00132255</b>	<b>Units disappearing on screen but visible on another screen</b> Reoccurring issue with units not showing up on active calls in our call monitor screens. If you look at another screen, the missing units are populated.	RSA	In-process
<b>00102630</b> (FBR / Address server)	<b>Address Validates in FBR without a Zip AND Doesn't validate w/ Zip</b> 05/09 – Testing to see if Zip is produced in data if not entered during validation.	RSA / Support	In-Process

### Environment Versions & Discrepancies:

*This section highlights program versions and any differences between the environments*

Production	Test
FBR: 03.07.2012.6 (build date: 05/18/2021) OCA: 2212 OCR: Version: 03.07.2104 (newest available ver. is 2304) NIBRS: 02.03.2308.0002 Address Server: 2004.02 IFCADRMSLINK: Version 09.04.0.50104	FB: 03.07.2012.6 (build date: 05/18/2021) OCA: N/A OCR Version: 03.07.2104 (newest available ver. is 2304) NIBRS: 02.03.2308.0002 Address Server: 2004.02 IFCADRMSLINK: Version 09.04.0.40121 (Most recent refresh completed on 07/22/2022.)



## RSA Weekly Status Report: RMS/CAD



### Action Items

The following section is to cover all items that are ongoing outside of SR work to track to completion. This includes tasks for the RSA as well as the agency.

Project	Summary	Owner	Status	Next Steps
<b>New Approval Process</b>	DuPage needs to learn and modify the new approval workflow process prior to the 10.0 conversion.	DuPage	Waiting on Customer	DuPage eta – Early 2023 Information provided to DuPage. Start date TBD by DuPage.
<b>00006926</b> ( I/FRMS CADLINK)	<b>IFCADRMSLINK Configuration Event Sync the search bug</b>  RC-A: Software bug. Fixed in patch Q4 2109	Escalated (Dev)	Solved Waiting on Customer	3/22 – CR has filed. <a href="#">CR# 319396</a> AZDO Bug 319396 01/12/2022 – Resolved with 2019 Q4 patch (see case 00007516) Need to deploy to TES env.
<b>00007516</b>	<b>IFCADRMSLink No Primary Officer coming over – API Failures</b>	RSA	Solved	RC-A: Software bug. Fixed in patch Q4 2109 Patch available (Q4 2019) Will need to install and test on TEST system; then schedule deployment on PROD.
<b>00023778</b>	<b>Dispatch Tab not receiving CFS from CAD</b>	RSA	SOLVED Waiting on Customer	DuPage will contact RSA when they have time to gather the needed info to troubleshoot this issue. Info needed: SQL DB from Squad MDT. Squad must be used by multiple people withing a 48 hr period.
<b>00048958</b> <a href="#">AZDO 486781</a> (FBR)	<b>Submitted Evidence from FBR is Not Coming into OnCall Records since 9/28/21 Update</b> Submitted evidence from FBR is not automatically coming into OnCall Records since 9/28/21 update. Any that are in OnCall Records since the update have been manually pushed in using the process id.		Solved Waiting on Customer	07/12 – AZDO bug filed 486781 07/19 – Received 2 files for FBR. Implemented in TEST env and working correctly. 08/12 – Scheduled for the week of Aug 15 <b>10/07 – Scheduled install TBD by DuPage</b>
<b>Migration to SSRS</b>	<b>SSRS Migration</b> RSA will perform SSRS installation.	RSA	RSA	In-Process



**Open P2 Items** – This section provides an update on P2 items.

<i><b>SR Number</b></i>	<i><b>Summary</b></i>	<i><b>Product</b></i>	<i><b>Status</b></i>	<i><b>Substatus</b></i>	<i><b>Target Resolution Date</b></i>	<i><b>Work Around?</b></i>



## RSA Weekly Status Report: RMS/CAD



### Current Open SR list for discussion:

This section is just a copy/paste from a SR list with the following fields as shown for items actively being worked by the onsite RSA (Assigned, In Process, Customer Update, GPC-Escalated). Note: This is not all SR's, just the ones currently being worked by the onsite RSA

(Sorted by SR Number)

SR Number	Priority	Summary	Product	Status	Substatus/Next Steps
<b>00005926</b> (OnCall Records)	P-3 MED	<b>WebRMS returns no longer have linkable fields</b>	HxGn MPS	Assigned	11/03 – working session held. Additional working session scheduled for NOV 7 to test files. 11/07 – Today's working session showed progress. Deployed client side files to display hyperlinks. Hyperlinks are visible now. Next step is to have the hyperlink display the information. 12/02 – New files received. Ready to test. Working session for Wed DEC 7. 12/08 Working session DEC 13. 01/06 – Working session scheduled for Jan 11. 01/20 – Working session scheduled for Jan 23. <b>01/26/2023</b> – Test was planned for Wed JAN 25. Due to a snowstorm in the area and heavier than normal call volume, it was decided with DuPage (Kris) that we did not want to impose the momentary outage on the dispatch floor (from restarting Informer). We have rescheduled the Informer file test for MON JAN 30.  Additional Informer files (for other SF cases) should also be available to test at that time.
<b>00006232</b> (OnCall Records)	P-3 MED	<b>Cancelled BOLOS show up in Informer returns</b>	HxGN – Informer	Assigned	07/11 – reviewing possible solution. 09/30 – Working session scheduled the week of Oct 31 <b>12/01</b> - – Miguel/Mo to set up a session with DuPage.
<b>00006235</b> (OnCall Records)	P-3 MED	<b>There is a violation field in MPS informer WebRMS return that does not list the violation.</b>	HxGN – Informer	Assigned	11/03 – working session held. Additional working session scheduled for NOV 7 to test files.



## RSA Weekly Status Report: RMS/CAD



					<p>12/02 – New files received. Ready to test. Working session for Wed DEC 7.</p> <p>12/08 Working session DEC 13.</p> <p>01/06 – Working session scheduled for Jan 11.</p> <p>01/20 – Working session scheduled for Jan 23.</p> <p>01/26/2023 – Test was planned for Wed JAN 25. Due to a snowstorm in the area and heavier than normal call volume, it was decided with DuPage (Kris) that we did not want to impose the momentary outage on the dispatch floor (from restarting Informer). We have rescheduled the Informer file test for MON JAN 30. Additional Informer files (for other SF cases) should also be available to test at that time.</p> <p><b>09/28/2023</b> - On hold until LEADS 3.0 interface is in place.</p>
<b>00006934</b> (OnCall Records)	P-3 MED	<b>Cross Agency Approving Supervisor Missing from all Merit Agency FBR Reports</b>	HxGN ONCALL RECORDS – FIELD BASED REPORTING	Escalated	<p>3/29 – CR has been filed. <b>CR# 321488</b></p> <p>10/21 – Gathering additional information for support.</p> <p><b>12/01</b> – Gathering data.</p>
<b>00006935</b> (OnCall Records) <b>AZDO 509323</b>	P-3 MED	<p><b>Reporting Officer not importing into Supplement Record.</b></p> <p>On Supplement records, the reporting officer is not being displayed when the record is approved in FBR. The Reporting officer is listed on the FBR Report PDF, but is not in the RMS record. All agencies are having the issue.</p> <p><b>RC-A:</b> Software bug. FBR not pulling data from needed customer field. Pending Development resolution.</p>	HxGN ONCALL RECORDS – FIELD BASED REPORTING	RSA / Support	<p><b>10/21</b> – A new AZDO ticket (<b>AZDO 509323</b>) has been opened. Since this is still occurring in the newest version, it looks like it is currently waiting to be reviewed by development.</p>
<b>00006940</b> (I/Dispatcher)	P3-MED	<b>Name of the TC that made the ticket/comments should stay attached to those comments when cases/events are combined.</b>	I/Dispatcher	RSA/Acct Rep	<p>09/30 – will clarify with Kris @ DuPage and forward to support.</p> <p>10/06 – Customer would like the author of the comments/entries to be indicated when merging multiple events into one event.</p>



## RSA Weekly Status Report: RMS/CAD



		Often, multiple CAD tickets are created for the same incident. A TC that is dispatching the incident will use the Duplicate and Cancel command to move the notes from the (soon to be old/deleted) duplicate ticket(s) in their pending to the single CAD ticket they are using. The TC will then cancel the call(s) from their pending. When they perform this process, the remarks from the (old) duplicate ticket are stamped with the (New) TC that uses the delete/cancel command instead of the actual TC that took the call/entered the comments. This causes issues for the TC when trying to follow up with any questions about the notes, and makes investigating a call difficult. Recommendation: Attach the name of the TC that made the original ticket to remarks"			10/07 – Asked for LOE. <b>01/06/2023</b> – GTC evaluating LOE.
<b>00018093</b>	P3 – MED	<b>EdgeFrontier Install on CAD backup servers</b>	HxGN XALT	Assigned RSA	01/14/2022 setting up install date with product specialist. 01/20/2022 – Spoke with Tim Forsberg. Have a plan in place to install required CAD core elements. Then we will do the EF install. DuPage to do the configs as they are custom and handle that it. 11/04 – To be installed on CAD-SEC-INT3C and CAD-SEC-INT3D. Install to be scheduled for TEST week of NOV 14. <b>12/01</b> – Delayed due to OnCall Analytics Upgrade Install.
<b>00065074</b> <b>AZDO 442583</b>	P3-MED	<b>No Purvis tones went off for Tristate units dispatched and no data made it to EdgeFrontier</b> - event TSF22001350. The Purvis EdgeFrontier interface does not show any data for M122 or L122.		RSA	03/23 – Potential issue found in IFCAD 03/23 – Patch deployed at other customer site. Will compare versions and research compatibility. 05/30 – patch received. Will deploy on TEST. 11/17 – delayed due to NIBRS issues / troubleshooting <b>01/20</b> – Scheduled for the week of JAN 30
<b>00089873</b> (Informer)	P3-MED	<b>Informer Does Not run VIN Correctly</b>	HxGN CAD I/Dispatcher	GPC	10/19 – Dev currently reviewing. 10/24 - Dev to provide files for implementation / testing. 11/14 – HxGN Mgmt reviewing LOE / getting approvals & resources allocated.



## RSA Weekly Status Report: RMS/CAD



					<p>01/13 – Dev provided a file to correct this issue.</p> <p>01/20 – Testing scheduled for JAN 24 or 25</p> <p><b>01/26/2023</b> – Test was planned for Wed JAN 25. Due to a snowstorm in the area and heavier than normal call volume, it was decided with DuPage (Kris) that we did not want to impose the momentary outage on the dispatch floor (from restarting Informer). We have rescheduled the Informer file test for MON JAN 30.</p> <p>Additional Informer files (for other SF cases) should also be available to test at that time.</p> <p><b>07/14/2023</b> – On hold until LEADS 3.0 interface is available.</p> <p><b>09/28/2023</b> - On hold until LEADS 3.0 interface is in place.</p>
<b>00097922</b> (Informer)	P3-MED	<b>When running (LEADS) a subject by NAME / DOB AND RACE, the DOB is not transmitted to the state LEADS system.</b> - When running a subject by NAME / DOB AND RACE, the DOB is not transmitted to the state LEADS system. Issue can be replicated.	Informer	RSA / Support	<p>12/02 – New files received. Ready to test. Working session for Wed DEC 7.</p> <p>12/08 Working session DEC 13.</p> <p>01/06 – Working session scheduled for Jan 11.</p> <p>01/20 – Working session scheduled for Jan 23.</p> <p>01/26/2023 – Test was planned for Wed JAN 25. Due to a snowstorm in the area and heavier than normal call volume, it was decided with DuPage (Kris) that we did not want to impose the momentary outage on the dispatch floor (from restarting Informer). We have rescheduled the Informer file test for MON JAN 30.</p> <p>Additional Informer files (for other SF cases) should also be available to test at that time.</p> <p><b>02/10/2023</b> XAD working session scheduled for MN FEB 13</p> <p><b>07/14/2023</b> – On hold until LEADS 3.0 interface is available</p>

<b>00102630</b>	P3-MED	<b>Address Validates in FBR without a Zip AND Doesn't validate with a Zip</b> When a user attempts to Geocode and address in FBR with the zip code field filled in, Geocoding does not work. The address is not Geocoded. However, when the zip code filed is blank, the Geocode function works.  <i>Oakbrook PD Incident # OBPC2201665 09/08/2022 Address: 149 Briarwood Drive N, Oakbrook, IL 60523</i>	FBR	RSA / Support	10/03 – Met with Hexagon Address Server SME. Provided requested info and logs. Currently developing a fix to include ZIP w/o affecting CAD. 10/12 – Address server is operating correctly. Both Zip and County are being exposed and are mapped to their Web RMS equivalents. Will investigate Data sent from CAD and the maps updated by ETSB. 10/12 – There is also an associated issue where ZIP and BEAT are “not being brought over from CAD” 10/20 – provided additional information to support.11/02 – Support researching a possible FBR client config change. 11/02 – Support researching a possible FBR client config change. <b>11/16</b> – Support still investigating issues. <b>02/16/2023</b> - Reviewed with Address Server SME and are reviewing ways to expose the Zipcode in FBR.
<b>00132255</b> (I/Disp)	P-3	<b>Units disappearing from screen</b>	I/Disp	RSA / Support	<b>02/10/2023</b> – Did not see any problems with Listener. <b>02/15/2023</b> – Confirm with Kris (DuPage) users are NOT using any custom display filters that were not issued by ETSB.
<b>00150231</b>	P-3	<b>Disposition substitution when records move from FBR to OCR</b>	OCR	RSA	<b>05/29/2023</b> – will finish testing the week of JUNE 05

**Wellness items for discussion:**

*This section is just a copy/paste from a SR list with the following fields as shown for just OnCall Records products for items in the wellness worksheet*

Title	Priority	SR Number	Summary	Product	State	Status/Next Steps

*No Items at this time.*

**Client Requests for System Modifications for discussion:**

*This section is to capture client requests for system changes that are not part of a standard upgrade.*

Worksheet#	SR Number	Priority	Summary	Product	Status	SubStatus	CR #
Planning Review Pending	1-6091909121	3-Med	Ability to Link a BOLO to a Field Interview (OCR)	HxGN ONCALL RECORDS	CR - Enhancement	CR – Filed	





## DU-COMM

DuPage Public Safety Communications  
420 N. County Farm Road  
Wheaton, IL 60187

Matthew Baarman  
Deputy Director  
Support Services  
mbaarman@ducomm.org  
630.260.7514 Direct

# Memorandum

**TO:** Linda Zerwin, ETSB Executive Director  
**DATE:** Wednesday, November 1, 2023  
**FROM:** Matthew Baarman, Deputy Director  
**RE:** DEDIRS Maintenance Status Report – October

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### Starcom System Outages:

#### Unplanned Work:

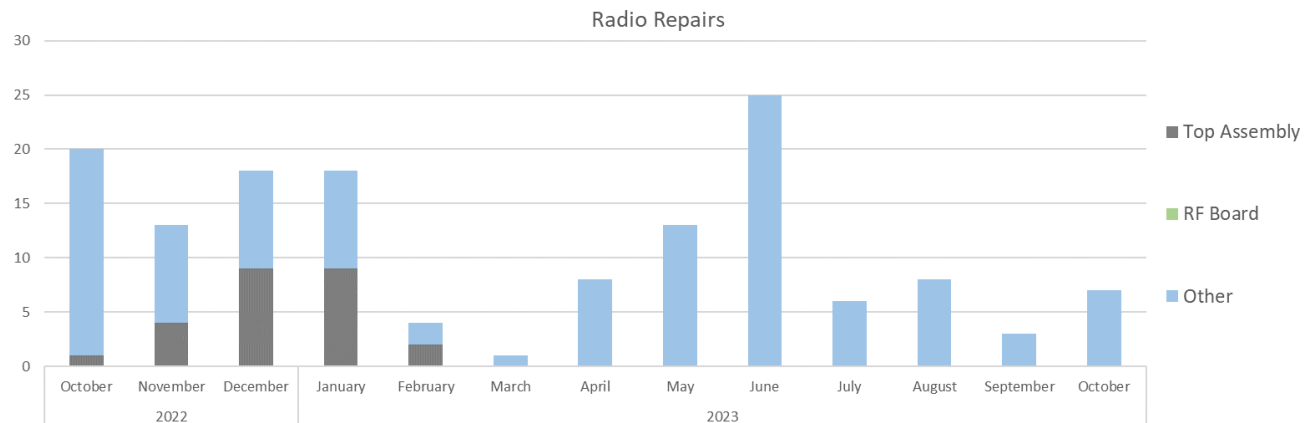
- 10/30/2023 – Fiber cut near Wheaton Tower at 10:56am, repairs completed at 03:45am on 10/31/2023.

#### Planned Work:

- 10/12/2023 – Two (2) short site trunking events to apply monthly security patches.
- 10/09/2023 – West Chicago yearly RF site maintenance completed.
- 10/05/2023 – Wheaton yearly RF site maintenance completed.
- 10/04/2023 – Streamwood yearly RF site maintenance completed.
- 10/03/2023 – 127<sup>th</sup> Street yearly RF site maintenance completed.

### Radio Repairs:

Repairs for the last 13 months follow:



A few highlights include:

- 12 fire batteries replaced.
- 10 RSMs replaced.
- 7 APX7000XE swapped for refurbished APX7000XE.
- 3 aliases updated.

### October Issues:

- Number of New Tickets = 10
- Number of Closed Tickets = 14
- Number of Open Tickets = 5

**Talkgroup Usage:**

The twenty (20) busiest DuPage talkgroups on the DEDIRS STARCOM21 site from October 1, 2023, thru October 31, 2023, follows (all time in seconds):

<b>Talkgroup Alias</b>	<b>Total Group Time</b>	<b>Group Count</b>	<b>Longest Call Time</b>	<b>Group Busy Count</b>	<b>Longest Busy Time</b>	<b>Count of Rejects</b>
DU ACDC 2	271,694	80,934	33	0	0	1,305
DU 3EAST	249,505	75,940	48	0	0	2,190
DU ACDC 3	240,589	70,987	43	0	0	922
DU 1EAST	231,520	67,155	44	0	0	1,669
DU DPSO F1	208,017	58,899	35	0	0	929
DU 3WEST	191,858	59,332	44	0	0	1,096
DU 1WEST	186,843	56,300	60	0	0	951
DU 1SOUTH	184,127	55,433	39	0	0	775
DU 3SOUTH	183,810	56,144	37	0	0	1,043
DU 1NORTH	163,498	50,978	37	0	0	685
DU 7SOUTH	151,197	46,615	36	0	0	684
DU 7WEST	134,706	39,386	35	0	0	392
DU FIRE NORTH	134,421	26,852	30	0	0	275
DU FIRE EAST	108,497	20,257	30	0	0	278
DU DPSO JAIL	104,177	34,495	19	0	0	2,048
DU ACDC 1	103,101	29,968	34	0	0	462
DU FIRE SOUTH	101,156	20,797	30	0	0	318
DU DPSO COURT	81,689	24,555	37	0	0	1,804
DU FDACDC1	79,891	13,279	30	0	0	147
DU FDACDC2	75,506	14,955	30	0	0	155



## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3611

**Agenda Date:** 11/8/2023

**Agenda #:** 6.B.1.

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# EQUALIZATION SURCHARGE AND REVENUE REPORT FOR FY23

FY23

## REVENUE BY FISCAL YEAR

Equalization \$ Remitted for: Month Received:	Aug 22 Dec 22	Sep 22 Jan 23	Oct 22 Feb 23	Nov 22 Mar 23	Dec 22 Apr 23	Jan 23 May 23	Feb 23 Jun 23	Mar 23 Jul 23	Apr 23 Aug 23	May 23 Sept 23	Jun 23 Oct 23	Nov 23	TOTALS
State Disbursement	\$ 1,205,441.29	\$ 1,164,779.92	\$ 1,174,384.35	\$ 1,179,289.89	\$ 1,239,871.71	\$ 1,160,437.01	\$ 1,072,172.19	\$ 1,285,081.08	\$ 1,178,132.95	\$ 1,233,355.83	\$ 1,227,343.85		\$ 13,120,290.07
NG9-1-1 Withholding (1x)													\$ -
Misc. Payments								\$ 28,485.24		\$ 2,400.00			\$ 30,885.24
PRMS Reimbursement													\$ -
Grant Reimbursement													\$ -
Sale of Assets				\$ 2,000.00		\$ 12,500.00			\$ 2,500.00	\$ 4,000.00			\$ 21,000.00
CAD Interface Reimbursement								\$ 21,497.00	\$ 9,139.80	\$ 3,145.20			\$ 33,782.00
FSA Optional Equip Reimbursement			\$ 3,800.00	\$ 10,970.00		\$ 21,500.00					\$ 575.00		\$ 36,845.00
DEDIRS Reimbursement		\$ 9,827.28		\$ 15,000.00		\$ 19,150.18							\$ 43,977.46
<b>Total</b>	<b>\$ 1,205,441.29</b>	<b>\$ 1,174,607.20</b>	<b>\$ 1,178,184.35</b>	<b>\$ 1,207,259.89</b>	<b>\$ 1,239,871.71</b>	<b>\$ 1,213,587.19</b>	<b>\$ 1,072,172.19</b>	<b>\$ 1,313,566.32</b>	<b>\$ 1,202,129.95</b>	<b>\$ 1,248,895.63</b>	<b>\$ 1,231,064.05</b>	<b>\$ -</b>	<b>\$ 13,286,779.77</b>

FY22

Equalization \$ Remitted for: Month Received:	Aug & Sep 21 Dec 21	Jan 22	Oct & Nov 21 Feb 22	Dec 21 Mar 22	Jan 22 Apr 22	Feb 22 May 22	Mar 22 Jun 22	Apr 22 Jul 22	Aug 22	May 22 Sept 22	Jun & Jul 22 Oct 22	Nov 22	TOTALS
State Disbursement	\$ 2,280,806.33		\$ 2,295,660.24	\$ 1,236,187.16	\$ 1,175,917.91	\$ 1,087,494.93	\$ 1,254,382.66	\$ 1,167,246.40		\$ 1,214,648.99	\$ 2,576,608.15		\$ 14,288,952.77
NG9-1-1 Withholding (1x)							\$ 2,348,343.23						\$ 2,348,343.23
Misc. Payments	\$ 525.00	\$ 2,120.00	\$ 24.15		\$ 4,610.00	\$ 985.00	\$ 25,838.40	\$ 28,485.24	\$ 1,783.40		\$ 9,571.00		\$ 73,942.19
PRMS Reimbursement												\$ 591,026.50	\$ 591,026.50
Grant Reimbursement		\$ 281,223.34			\$ 59,837.43								\$ 341,060.77
Sale of Assets											\$ 2,500.00		\$ 2,500.00
<b>Total</b>	<b>\$ 2,281,331.33</b>	<b>\$ 283,343.34</b>	<b>\$ 2,295,684.39</b>	<b>\$ 1,236,187.16</b>	<b>\$ 1,180,527.91</b>	<b>\$ 1,148,317.36</b>	<b>\$ 3,628,564.29</b>	<b>\$ 1,195,731.64</b>	<b>\$ 1,783.40</b>	<b>\$ 1,214,648.99</b>	<b>\$ 2,588,679.15</b>	<b>\$ 591,026.50</b>	<b>\$ 17,645,825.46</b>

FY21

Equalization \$ Remitted for: Month Received:	Aug 20 Dec 20	Sep 20 Jan 21	Oct & Nov 20 Feb 21	Dec 20 Mar 21	Jan 21 Apr 21	Feb 21 May 21	Mar 21 Jun 21	Apr 21 Jul 21	May 21 Aug 21	Sept 21	Jun 21 Oct 21	Jul 21 Nov 21	TOTALS
State Disbursement	\$ 1,151,538.31	\$ 1,144,938.67	\$ 2,283,010.59	\$ 1,189,281.74	\$ 1,175,626.22	\$ 1,114,241.24	\$ 1,333,912.53	\$ 1,166,022.22	\$ 1,154,554.99		\$ 1,178,282.73	\$ 1,213,170.06	\$ 14,104,579.30
Misc. Payments		\$ 27,273.00	\$ 17.95		\$ 8,145.00	\$ 15,257.00	\$ 6,090.44	\$ 500.00	\$ 8,108.89	\$ 32,062.24		\$ 124,495.66	\$ 221,950.18
PRMS Reimbursement												\$ 307,493.04	\$ 307,493.04
<b>Total</b>	<b>\$ 1,151,538.31</b>	<b>\$ 1,172,211.67</b>	<b>\$ 2,283,028.54</b>	<b>\$ 1,189,281.74</b>	<b>\$ 1,183,771.22</b>	<b>\$ 1,129,498.24</b>	<b>\$ 1,340,002.97</b>	<b>\$ 1,166,522.22</b>	<b>\$ 1,162,663.88</b>	<b>\$ 32,062.24</b>	<b>\$ 1,178,282.73</b>	<b>\$ 1,337,665.72</b>	<b>\$ 14,634,022.52</b>

FY20

Equalization \$ Remitted for: Month Received:	Aug & Sep 2019 Dec 19	Jan 20	Oct 2019 Feb 20	Nov 2019 Mar 20	Dec 2019 Apr 20	Jan 2020 May 20	Feb 2020 Jun 20	Mar 2020 Jul 20	Apr 2020 Aug 20	May 2020 Sept 20	Jun & Jul 2020 Oct 20	Nov 20	TOTALS
State Disbursement	\$ 2,351,177.66		\$ 1,303,891.19	\$ 1,282,359.45	\$ 1,271,244.04	\$ 1,237,988.13	\$ 1,173,880.52	\$ 1,280,265.88	\$ 1,213,090.68	\$ 1,224,007.79	\$ 2,553,777.37		\$ 14,891,682.71
Misc. Payments	\$ 21,380.00	\$ 237,970.24	\$ 11.05	\$ 80.60	\$ 14,223.00	\$ 89,726.00	\$ 5,383.17	\$ 53,669.00	\$ 119,305.24	\$ 20,758.16	\$ 817.30	\$ 49,641.50	\$ 612,965.26
NetRMS Reimbursement					\$ 4,518.67	\$ 89,044.28	\$ 8,151.31	\$ 2,480.83	\$ 2,746.64	\$ 20,023.89			\$ 126,965.62
PRMS Reimbursement												\$ 383,155.22	\$ 383,155.22
<b>Total</b>	<b>\$ 2,372,557.66</b>	<b>\$ 237,970.24</b>	<b>\$ 1,303,902.24</b>	<b>\$ 1,282,440.05</b>	<b>\$ 1,289,985.71</b>	<b>\$ 1,416,758.41</b>	<b>\$ 1,187,415.00</b>	<b>\$ 1,336,415.71</b>	<b>\$ 1,335,142.56</b>	<b>\$ 1,264,789.84</b>	<b>\$ 2,554,594.67</b>	<b>\$ 49,641.50</b>	<b>\$ 16,014,768.81</b>

FY19

Equalization \$ Remitted for: Month Received:	Sep 2018 Dec 18	Oct 2018 Jan 19	Nov 2018 Feb 19	Dec 2018 Mar 19	Jan 2019 Apr 19	Feb 2019 May 19	Mar 2019 Jun 19	Apr 2019 Jul 19	May 2019 Aug 19	Jun 2019 Sept 19	Jul 2019 Oct 19	Aug 2019 Nov 19	TOTALS
State Disbursement	\$ 1,162,776.33	\$ 1,228,103.25	\$ 1,158,413.81	\$ 1,237,539.40	\$ 1,176,781.81	\$ 1,124,652.57	\$ 1,265,128.93	\$ 1,168,117.80	\$ 1,203,652.90	\$ 1,170,171.21	\$ 1,212,817.56	\$ -	\$ 13,108,155.57
Misc. Payments	\$ 920.78				\$ 129.25	\$ 3,512.48							\$ 4,562.51
NetRMS Reimbursement					\$ 8,957.15	\$ 86,655.47							\$ 95,612.62
PRMS Reimbursement												\$ 1,642,301.51	\$ 1,642,301.51
<b>Total</b>	<b>\$ 1,163,697.11</b>	<b>\$ 1,228,103.25</b>	<b>\$ 1,158,413.81</b>	<b>\$ 1,237,539.40</b>	<b>\$ 1,185,868.21</b>	<b>\$ 1,214,820.52</b>	<b>\$ 1,265,128.93</b>	<b>\$ 1,168,117.80</b>	<b>\$ 1,203,652.90</b>	<b>\$ 1,170,171.21</b>	<b>\$ 1,212,817.56</b>	<b>\$ 1,642,301.51</b>	<b>\$ 14,850,632.21</b>

FY18

Equalization \$ Remitted for: Month Received:	Aug 2017 Dec 17	Sep 2017 Jan 18	Oct 2017 Feb 18	Nov 2017 Mar 18	Dec 2017 Apr 18	Jan & Feb 2018 May 18	Mar 2018 Jun 18	Apr 2018 Jul 18	May 2018 Aug 18	Jun 2018 Sept 18	Jul 2018 Oct 18	Aug 2018 Nov 18	TOTALS
<b>Total</b>	<b>\$ 599,817.91</b>	<b>\$ 566,629.95</b>	<b>\$ 618,246.90</b>	<b>\$ 614,106.20</b>	<b>\$ 754,806.21</b>	<b>\$ 2,695,870.09</b>	<b>\$ 1,337,153.75</b>	<b>\$ 1,203,123.36</b>	<b>\$ 1,215,516.34</b>	<b>\$ 1,202,131.11</b>	<b>\$ 1,188,947.34</b>	<b>\$ 1,258,080.66</b>	<b>\$ 13,254,429.82</b>

FY17

Equalization \$ Remitted for: Month Received:	Jul and Aug 2016 Dec 16	Sep 2016 Jan 17	Oct 2016 Feb 17	Nov 2016 Mar 17	Dec 2016 Apr 17	Jan 2017 May 17	Feb 2017 Jun 17	Mar 2017 Jul 17	Apr 2017 Aug 7	May 2017 Sept 17	Jun 2017 Oct 17	Jul 2017 Nov 17	TOTALS
<b>Total</b>	<b>\$ 1,246,502.41</b>	<b>\$ 599,721.32</b>	<b>\$ 594,666.10</b>	<b>\$ 1,097,049.38</b>	<b>\$ 681,034.05</b>	<b>\$ 649,029.93</b>	<b>\$ 810,751.53</b>	<b>\$ 723,846.35</b>	<b>\$ 695,361.11</b>	<b>\$ 833,344.09</b>	<b>\$ 557,280.60</b>	<b>\$ 599,817.91</b>	<b>\$ 8,832,810.78</b>

FY16

Equalization \$ Remitted for: Month Received:	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	TOTALS
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,123,587.68</b>	<b>\$ 743,609.37</b>	<b>\$ 674,806.22</b>	<b>\$ 726,277.16</b>	<b>\$ 713,088.37</b>	<b>\$ 518,118.75</b>	<b>\$ 4,499,487.55</b>



## ETSB PAC Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3607

**Agenda Date:** 11/6/2023

**Agenda #:** 5.A.

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# DU PAGE COUNTY

## ETSB - Policy Advisory Committee

### Draft Summary

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

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**Monday, October 2, 2023**

**8:15 AM**

**Room 3500A**

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**1. CALL TO ORDER**

8:15 AM meeting was called to order by Chairman Hayden at 8:15 AM.

**2. ROLL CALL**

Attendees:

Director Linda Zerwin, DuPage Emergency Telephone System Board, non-voting Member

Matt Theusch, DuPage Emergency Telephone System Board

Gregg Taormina, DuPage Emergency Telephone System Board

Eve Kraus, DuPage Emergency Telephone System Board

Mark Winistorfer, State's Attorney's Office

Andy Saucedo, Motorola System Manager

Jason Blumenthal, DuPage County Board Office

Scott Bukovic, Westmont PD

Chris Clark, Glen Ellyn Fire

Sheryl Markay, DuPage County Board Office

Steve Rauter, ETS Board Citizen Representative

Roy Selvik, Addison PD

Bill Srejma, ACDC

Pat Tanner, West Chicago Fire

Matt Beyer, Bloomingdale Fire (Remote)

Pat Brenn, Tri-State Fire (Remote)

Kevin Dempsey, Addison PD (Remote)

Jim Connolly, Village of Addison (Remote)

Jim McGreal, Downers Grove PD (Remote)

Bob Murr, College of DuPage (Remote)

Jason Norton, Darien PD (Remote)

On roll call, Members Hayden, Baarman, Dina, Johl, and Rivas were present, which constituted a quorum.

<b>PRESENT</b>	Hayden, Dina, Baarman, Johl, and Rivas
<b>EXCUSED</b>	Hermes

**3. CHAIRMAN'S REMARKS - CHAIR HAYDEN**

There were no remarks from Chairman Hayden.

**4. PUBLIC COMMENT**

There was no public comment.

## 5. CONSENT ITEMS

### 5.A. [23-3156](#)

ETSB PAC Minutes - Regular Meeting - Monday, September 11, 2023

**Attachments:** [2023-09-11 ETSB PAC Minutes Summary.pdf](#)

<b>RESULT:</b>	ETSB RECEIVED AND PLACED ON FILE
<b>MOVER:</b>	Pat Johl
<b>SECONDER:</b>	Michael Rivas

### 5.B. [23-3157](#)

DEDIRS September Maintainer Report

**Attachments:** [2309ETSBRadioMaintenanceReport.pdf](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Pat Johl
<b>SECONDER:</b>	Michael Rivas

## 6. PARENT COMMITTEE APPROVAL REQUIRED

### 6.A. [ETS-R-0038-23](#)

Resolution to Amend Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

Member Rivas made a motion to approve, seconded by Member Johl. Chairman Hayden opened the item for discussion.

Member Rivas said the focus group is waiting on outreach to Naperville PD, who were having a meeting that same morning to see if they would like to add channels from their police and fire side to the DEDIR System. Member Rivas said there was an outreach to Aurora and is awaiting a response. He recommended that once the policy is approved in its entirety, as an example try Metra, who touches 18 DuPage communities, first as he believed they would be the most impactful agency to add to the system. Chairman Hayden inquired into the border communities, especially to the east. Member Rivas said they would want to continue communications with the communities such as Hillside, Westchester, Berkley, etc. towns DuPage interacts with on a regular basis, but to build the template for the new system and application process, he thought that Metra would be the most logical to use.

Member Baarman asked if an appendix or list of all agencies DuPage has an agreement with and the list of talkgroups to maintain should be added to the police. Ms. Zerwin said there is a list, and asked if he was looking for access requested or access granted. Member Baarman suggested a table of both, something simple as a resource. A short discussion ensued regarding how a list would be maintained as an appendix without having to bring the policy back to the PAC each time an addition was made, the



mechanics of updating a code plug, the current 14-day notification within the policy, and whether they may want to add to the application that the PAC would like a reciprocal agreement when a request from an outside agency is made. Member Rivas said the point of the policy is interoperability and the more bureaucracy they create is an impediment to moving forward. He preferred to simplify the process, that the current application is sufficient and that it would be incumbent upon the collar agencies to reach out independently to their neighboring agencies for how to interact with them on a daily basis.

Member Baarman noted that Interop talkgroups 1-7 were listed in the policy along with DUCALL but that they were adding an eighth, so Interops 1-8 as well as DUCALL. Member Baarman also said that DU-COMM is not staffed to monitor DUCALL and recommended the wording be revised from "will be monitored" to "can be monitored". Member Rivas replied, if that is the language DU-COMM needs, he had no problem with it. He asked Chairman Hayden if ACDC needed that change, as well. Chairman Hayden replied that they would be monitoring the channel. Member Baarman said from a policy standpoint, DU-COMM policies are sent through their Chiefs' Operations and approved through that membership so saying they will do something in an ETSB policy is out of the norm for DU-COMM. He said that adjusting the wording to read "can" allows them to address the procedure in their policy.

Ms. Zerwin asked about the yellow highlighted portion of the policy and where it stood with the Police Focus Group. Member Baarman said he believed it had been left at, four of the Interops would be encrypted, four would not. Member Rivas concurred but added that the wording was not yet ready.

Member Rivas made a motion to table this item to the next meeting on November 6, seconded by Member Johl. On voice vote, the motion to table carried.

**Attachments:**     [911-005.2 Access to the DuPage Emergency Dispatch Interoperable Radio System clean draft.pdf](#)  
[911-005.2 DEDIRS Application and Confidentiality Agreement clean draft 8.9.23.pdf](#)

<b>RESULT:</b>	TABLED
<b>MOVER:</b>	Michael Rivas
<b>SECONDER:</b>	Pat Johl

## 7. DEDIRS PORTABLE AND MOBILE REPLACEMENT

### 7.A. Police

Member Rivas had nothing to bring forward for discussion.

### 7.B. Fire

Vice Chair Dina said he would like to break the discussion down to mobiles and portables. He

started with the mobiles saying that with the absence of an encryption plan and some of the (NFPA related) programming issues, he would recommend programming the mobiles with the third touch templates, to be updated at the later date, and deployed to the fire agencies now. Ms. Zerwin reported it was being worked on, and that Mr. Sullivan and Mr. Saucedo had been working on a viable solution to the wi-fi connection to make the next touch go faster.

Vice Chair Dina said, in terms of the portables, the Fire Focus Group had compiled a list of issues with the NFPA 1802 compliant radios and the way they are programmed. The list was provided to Motorola and Vice Chair Dina reported that Motorola had agreed to address every issue with the exception of the batteries. He said Motorola was looking for more data regarding the batteries. Vice Chair Dina reviewed the hazard zone issue and their recommendation to install a button that would turn the hazard zone off. He said a letter had also been written for the NFPA Committee regarding the issues and that Motorola would make the adjustments under a temporary interim amendment, under Mr. Connolly's recommendation as a past member of the NFPA Committee. Vice Chair Dina said the timeline is vague but that the NFPA Committee meets in November. Vice Chair Dina inquired as to whether Motorola might lend the Fire Focus Group some Motorola APXNext XE radios for testing purposes. Ms. Zerwin said she would ask them. Member Baarman asked if they might consider the APX8000XEs. Vice Chair Dina said they could, but that technology was 4-5 years old. He said the APXNext XEs are newer technology and more like the APXNexts the police are using, which they (Fire) were happy initially testing with, but that ultimately they would like the NFPA radios. Ms. Zerwin added that there are APX8000XE radios in the current system that would have replaced any broken APX7000XE. Member Johl reported he has APX8000XEs that his agency has had multiple problems with issues with in less than a year of them being in service that are now sitting as backups because they are unreliable. Vice Chair Dina said the NFPA radios were the radios of choice from the beginning and the recommendation to the ETS Board but they have to be usable and safe before being handed to their end users. He said if there is an instance where that cannot happen, then perhaps they should look at the APXNext XEs as an option now.

## **8. OLD BUSINESS**

There was no old business.

## **9. NEW BUSINESS**

### **9.A. Encryption: Discussion on whether to invite CISA to attend the meeting to discuss encryption**

Member Rivas said he believed they needed more information before a decision could be made. He said they know what the group is about but DuPage has safeguards in place and how prevalent have they been in other systems, he would like more information.

Member Baarman said their agency creates documents, they have a two pager of everything you need to consider when going to encryption, they have resources on what you should do with the keyloaders and how to share keys, not to use wi-fi with OTAR.... He asked what is it the PAC is looking for from them, are they here to help Andy (Saucedo) do it, or to hand out the documents they have available online, what is their purpose.

Chairman Hayden called on Mr. Rauter to speak from the audience. Mr. Rauter said it was a recommendation he had made to assist DuPage County at no cost from CISA to bring in Dave Dato from the Lafayette Group, a sub-contractor for CISA, whose job it is to assist large counties in the deployment of encryption. Mr. Rauter said both Mr. Dato and he were involved in the Statewide Encryption Oversight Committee for the State Interoperability Executive Committee (SIEC). Mr. Rauter thought the PAC would get free advice, that Mr. Dato would be a good resource as he had done this multiple times throughout the nation to help with not only the base encryption plan but also the human and procedural aspects that encryption requires to do it the right way. Mr. Rauter said Mr. Dato has had to unwind things at states and counties that became expensive to unwind. Mr. Rauter said Mr. Dato would not come to just read documents but that they could ask questions, have him look at the plan, he believed the PAC would need to develop specific policies regarding procedures and security. Mr. Rauter reviewed the four key management facilities (KMF) and said the radios being shipped out of Motorola are all coming out of the same ID and that they are teaching Motorola by way of CISA input to "do it the right way" so the radios don't smack into each other on the STARCOM network. He believed it was worth one person running around to 3,500 radios with one KVL and a worthy discussion for DuPage to get their own KMF or partner with one around us. He believed it to be a discussion to be had with eyes wide open, that Mr. Dato is the guy to ask questions to, and said he thought they (PAC) was turning down a good opportunity to help them, not to stop them.

Member Baarman said knowing the person is local, he thought it was a great opportunity, and asked who would they identify as the project manager of the radio project.

Member Rivas said to Mr. Rauter, you might have misread us, we did not turn it down, we asked for more information. Mr. Rauter asked what information they would like. Member Rivas said, you said we were turning it down, we did not turn anything down. Mr. Rauter said if you turn it down, you would be missing an opportunity if you turn it down and apologized if he misstated. Mr. Rauter said if they need more information above what he provided they would be happy to give the PAC as much information as they would like as to what the meeting might look like, etc.

Chairman Hayden asked if it was a single meeting, presentation style, or question and answer. Mr. Rauter said because of his involvement with the SIEC and State SWIC, there are already agreements in place that if DuPage County wants help, the first hit is free. If it starts to add up in cost, Matt Miller of the State SWIC has agreed to get a technical advisory state grant from CISA to aid with whatever is needed, for free. A short discussion ensued on what the meeting might look like and what is involved with encryption and the implementation of OTAR.

Member Rivas asked Mr. Saucedo, the Motorola System Manager working with DuPage County, what his experience had been with working with CISA. Mr. Saucedo said many of Mr. Rauter's points were valid, that to get to the point of interoperability as smoothly as possible, and including the KMF options, would be a discussion worth having. He summarized by saying that moving from the level of discussion of wanting encrypted talkgroups to the level of safe encryption and process, making full use of OTAR, to zeroing out for sending radios to the depot, and how is it managed from the core, there are many aspects to be considered.

Mr. Rauter said, and no offense to Motorola, but we are teaching Motorola how to implement the

tools. Mr. Saucedo replied he would not say teaching as much as saying you need to own it. Mr. Saucedo said he comes from the federal side and it is a matter of saying here are your tools, how do you want to use them. Mr. Rauter said, forgive me, but the vendor will do whatever these people tell you to do and he is saying they need to have eyes wide open knowledge to tell you what to do. Mr. Saucedo concurred.

Chairman Hayden asked Mr. Saucedo if he recommended a meeting and Mr. Saucedo replied affirmatively adding that if more information is needed from the Motorola side, that could happen, as well.

Member Rivas said he then believed the recommendation be a presentation at a future meeting by CISA, or a date to set an agenda based on the potential length of the meeting. Ms. Zerwin asked at PAC or at Police Focus. The consensus was the PAC so both sides could attend. Ms. Zerwin asked Chairman Hayden if he would like her to reach out to schedule. Chairman Hayden replied affirmatively. Mr. Rauter said if Ms. Zerwin needs any assistance he could get her the contact information. Ms. Zerwin said she has Dave (Dato's) information, thanks. A short discussion ensued regarding scheduling and room availability.

## **10. ADJOURNMENT**

### **10.A. Next Meeting: Monday, November 6 at 8:15am in Room 3-500A**

Member Johl made a motion to adjourn the meeting at 8:49am, seconded by Member Rivas. On voice vote, motion carried.

Respectfully submitted,

Eve Kraus



## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3612

**Agenda Date:** 11/8/2023

**Agenda #:** 6.D.1.

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# DU PAGE COUNTY

## ETSB - Emergency Telephone System Board

### Draft Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**Wednesday, October 11, 2023**

**8:00 AM**

**Room 3500B**

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#### Special Call

#### 1. CALL TO ORDER

8:00 AM meeting was called to order by Chairman Schwarze at 8:00 AM.

#### 2. ROLL CALL

##### ETSB STAFF:

Linda Zerwin

Matt Theusch

Gregg Taormina

Eve Kraus

Brian Kopas (Remote)

Prithvi Bhatt (Remote)

##### COUNTY CLERK:

Adam Johnson, Chief Deputy Clerk

##### STATE'S ATTORNEY:

Mark Winistorfer

##### ATTENDEES:

Matt Baarman, DU-COMM

Jason Blumenthal, County Board Office

Chris Clark, Glen Ellyn Fire

Andy Dina, Warrenville Fire

Alan Emody, Bloomingdale Fire

Don Ehrenhaft, County IT

Pat Johl, Wood Dale Fire

John Kelly, DU-COMM

Nick Kottmeyer, County Board Office

Nicole Lamela, DU-COMM

Tom Ricker, County GIS

Mike Sampey, Village of Addison

Roy Selvik, Addison PD

Pat Tanner, West Chicago Fire

Karl Argast, Pleasantview Fire (Remote)

Kimberly Blair, DMMC (Remote)

Mark Bozik, Roselle Fire (Remote)

Kevin Dempsey, Addison PD (Remote)

Dick Dufort, Elmhurst Fire (Remote)  
Melanie Koga, County Finance (Remote)  
Brian Leahy, Clarendon Hills Fire (Remote)  
Bret Mowery, York Center Fire (Remote)  
Mike Rivas, Villa Park PD (Remote)  
Richard Sanborn, Jr., York Center Fire (Remote)  
Observer (Remote)  
Villa Park (Remote)

On roll call, Members Schwarze, Franz (Remote), Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo were present.

Chairman Schwarze said there was a request that was made to allow remote participation for Vice Chair Franz. Under Section 7a of the Open Meetings Act, If a quorum of the members of the public body is physically present as required by Section 2.01, a majority of the public body may allow a member of that body to attend the meeting by other means if the member is prevented from physically attending because of: (I) personal illness or disability; (ii) employment purposes or the business of the public body; or (iii) a family or other emergency. A motion was made by Member Rauter, seconded by Member Tillman to allow Vice Chair Franz to remotely participate via Zoom. On voice vote, motion carried.

<b>PRESENT</b>	Schwarze, Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo
<b>REMOTE</b>	Franz

**3. PUBLIC COMMENT**

There was no public comment.

**4. CHAIRMAN'S REMARKS - CHAIR SCHWARZE**

Chairman Schwarze thanked the Members for their presence and stated he would like to keep the meeting to an hour to allow for the regular meeting to begin on time.

**5. MEMBERS' REMARKS**

There were no Members' remarks.

**6. DISCUSSION**

**6.A. 23-3262**

Future Growth

Chairman Schwarze thanked the Member for their presence and stated he would like to keep the meeting to an hour to allow for the regular meeting to meet on time.

Chairman Schwarze thanked the Member for their presence and stated he would like to keep the meeting to an hour to allow for the regular meeting to meet on time.

Chairman Schwarze turned the discussion over to Ms. Zerwin. Ms. Zerwin referenced the



materials the Members were given the ACT Initiative and service area maps. She said the discussion after Des Plaines approached the PSAPs for potential consolidation is future growth and how the Board would like to handle it and what the criteria would be. Ms. Zerwin said, in the last ten years the PSAPs have gone from 18 down to 2, and that the service area has always been expanded beyond the DuPage borders. She said that when Des Plaines approached DuPage, the Police Chiefs Association brought up questions regarding the future growth projection. DuPage County GIS (Geographic Information System) provided a dashboard of future growth projections to ETSB. Ms. Zerwin introduced the County GIS Manager, Tom Ricker, and turned the discussion over to him.

Mr. Ricker walked through the dashboard to show the Police and Fire municipal boundaries. He said they have a process called data enrichment which looks at the boundaries and through the GIS software (ESRI) they are able to look at certain demographic information involving census and population within those boundaries. The population from 2022 and 2027 were displayed through the ESRI information pulled into the dashboard. Mr. Ricker walked the discussion through total populations and specific breakdowns of Addison, as an example, and their population within police beats and fire area. Mr. Ricker asked if there were any questions. Member Maranowicz stated, nice job.

Ms. Zerwin said the overall data shows a decline in population, although not significantly. She said at the time GIS staff began assembling the dashboard, Naperville had been considering taking in the Bears. She inquired as to whether or not they could do a projection for this growth and GIS indicated there was not enough data to make a projection of the impact of the Bears going to Naperville. Ms. Zerwin said she asked because this type of entertainment venue would have an impact on service delivery. Ms. Zerwin summed up saying this gives the Board an idea of what the future growth looks like within DuPage County and that projections could be added into the policy or criteria.

Ms. Zerwin provided an overview of the PSAPs in terms of capacity and the criteria of either PSAP being able to house the other if something were to happen, then the PSAPs have five open positions each for consolidation to consider. Member Srejma provided a review the NENA staffing models and how ACDC is set up, that a larger agency may require one of those open positions but a smaller agency could be incorporated into an existing talkgroup. Member Srejma said in his opinion, they have room to grow. He thought they have to be careful about how far out they want to grow whether an agency might be cost prohibitive, but that there is room to grow outside the borders of DuPage, and that the PSAP already provide service outside the borders. He said it depends on staffing and the size of the agency that would wish to consolidate.

Chairman Schwarze asked Member Guttman if he had any thoughts on this as the DU-COMM Representative. Member Guttman replied, absolutely zero, that operations was not his place.

Ms. Zerwin said she imagined Member Rauter might have a few thoughts as he has run a

center. Member Rauter began by talking about the models for staffing and said there are many measuring sticks out there. He said his concern with NG9-1-1 coming there may be internal growth coming meaning if Telecommunicators or Officers must be brought in to watch on view crimes over video may take a few seats. He said in his experience with Text to 9-1-1 the impact was minimal however a growing deaf community may depend on that. Member Rauter talked about fusion centers as well as the potential impact of 988, 211, 311, etc. He said he wanted to ensure any discussion they have take into consideration internal growth and technology changes which may necessitate more personnel either by law or demand from agencies.

Member Tillman referenced the GIS information shared and asked what data what used to project a decline in population. Mr. Ricker answered that the ESRI data pulls from the census data. Member Tillman asked if it was trended by the US Census Bureau and that the assumptions being made are based off the history. Mr. Ricker confirmed, yes. Member Tillman talked about staffing levels within the PSAPs in the industry today and to outside jurisdictional boundaries becomes more complicated in terms of mutual aid and response plans. He talked about annexations and the developers coming in who charge impact fees for the various services and that if agencies consolidate into DuPage, ETSB needs to quantify what that impact fee looks like, that the PSAP Directors owe it to their agencies and ETSB to the citizens, whose surcharge pays for equipment within the PSAPs, what that fee looks like. He said he would be at an impasse to make a decision without seeing that information.

Member Guttman thanked Member Tillman for his follow-up questions, the latter of which was a concern to him, as well. He said the decision of one PSAP may adversely affect the other and they do not yet have a decision-making matrix to figure out what that looks like and that there needs to be compensation within the model and an establishment of criteria which needs to be in place prior to coming to a conclusion about what they want. Member Guttman said he has been verbal about DU-COMM's position, that they want to stay within DuPage, but to move from that position, those questions need to be addressed.

Member Kramer asked how it would impact the fire agencies and/or the citizens they provide services to.

Discussion ensued regarding criteria to consolidate outside agencies into DuPage, whether this discussion was a question of anticipated legislation and its potential effects, and the option to opt out of the consolidations in the 90s allowing Naperville/Aurora to form their own Joint ETSB.

Ms. Zerwin focused the discussion back to the intent of whether the Board is open to a policy that allows future growth.

The Members discussed the areas on the map on page 11 of the packet. The history and

authority of ETSB coming from legislation was reviewed by Member Tillman and how this led into his concerns of the State dictating consolidation and services they need to provide, such as 988. Member Maranowicz talked about his initial thoughts when Des Plaines came forward, which he said would have been simpler with a policy to answer some of the questions, technology and service levels from an operational perspective within the PSAPs, not ETSB, and other avenues to explore.

Chairman Schwarze said this leads to what they were there to discuss, a future growth policy which would address those questions to the best of their ability so when an agency requests to consolidate, the ETSB will have guidelines in place. He said the consolidation policy could be adjusted after they have a future growth policy.

Member Rauter talked about having upfront costs for requestors for ETSB to run the numbers and figure out what it would take to bring them in. He said a starting point for the policy would be the law, that if law does not allow an agency to come in, then the conversation is done. If there is an allowance, then the features can be changed. Member Rauter believed the next legislative cycle may contain changes that allow for these consolidations. He referenced Ms. Zerwin's memo regarding surcharge, that the \$1.50 was instituted in 2015 and his math shows that value today as \$1.05 so to break even surcharge would need to be at \$1.94 or \$2, which he is also looking at at the State level and should be brought into the document.

Vice Chair Franz concurred with Chairman Schwarze that this is a discussion they need to be having. He said first and foremost, this is not legal at the moment. He said they need to focus on what the policy would do for DuPage ETSB. He believed it critical to guide future requests and provide clear direction to the parties involved. He did not believe this would provide better service. Vice Chair Franz said the strategic plan had never identified the need for growth as a goal, consolidation was a goal based on efficiency. He believed there were communication concerns, talked about resource allocation for DuPage, he said staff should not be lobbying outside police and fire to come into the County, there are significant costs involved, and that the focus of funds should be on the businesses and residents of DuPage County. As a representative of the DuPage Mayors and Managers, he believed the consensus was big is not better and they should focus on providing the best service they can to the residents and businesses now and that the strategic plan should drive that decision.

Member Srejma said he believed it was clear that both PSAPs are interested in growth outside of the County; that both put in offers to Des Plaines. He said just like a business, the PSAP would scale their size depending on the services needed and that ACDC was prepared to hire additional personnel, and that neither of the PSAPs' agencies would be affected. Member Srejma talked about the services and technology provided by DuPage County that agencies such as Des Plaines want and cannot find within their county. He said if DuPage is able to provide those services without a negative impact to their agencies, then he believed they should go with that growth model.

Chairman Schwarze said he did not want the discussion to be a focus on Des Plaines, but instead a policy of future growth.

Member Schar spoke saying the opinion of the majority of the police chiefs and agreed that DuPage is a model, but that if agencies come asking, they do not have to let them in, that bigger is not always better, that there are concerns that when you are bigger there may be staffing difficulties or technology issues and the PSAPs have to share for a period of time. He understood a decision did not have to be made today, but if there was, he knew where his membership stood.

Member Guttman wanted to correct the record that it was one individual who made the decision to make an offer to Des Plaines and not DU-COMM or the DU-COMM Executive Board, who said no. He said that was a mistake they have to bear. Member Guttman said DU-COMM is not interested in going outside of DuPage County, they want to serve within which includes their fire districts which cross the border.

Chairman Schwarze said how people feel this year may not be how they feel next year which is why they need a policy.

Member Rauter wanted to clarify a previous statement about agencies who are not providing even baseline services that the State advocates and in the spirit of the Emergency Telephone System Act (ETSA). He would like to see that issue resolved as opposed to them leaving their county to come to DuPage for us to fix.

Member Kramer questioned the why, do we have to do this or do we not? He questioned how it benefits the end users and the purpose of growth. He said, as an end user, it has never been discussed with them why they should be in agreement with growing.

Chairman Schwarze asked Ms. Zerwin to summarize the discussion for direction. Ms. Zerwin said what she hears them saying is while it is not allowable by law at this point to take an agency in from outside the County, they would like to have a future growth policy as a guide for the next opportunity if it should arise and criteria that includes baseline language to address impact fees, service level and a growth analysis, and resource allocation meaning how it impacts the overall structure of both PSAPs which would be developed with the PSAP Directors, as a baseline for the Board's next discussion. Ms. Zerwin believed a future growth policy separate from the consolidation policy was the best avenue to start fresh and the consolidation policy could be rescinded or amended as it is more operational. She asked the Board if that was a good summary of where they are in this discussion.

Member Guttman suggested a straw poll to see if the Members were interested in expanded outside of DuPage County and if the consensus was yes to future growth then what Ms. Zerwin identified would be a logical next step. If the answer was no, then they

have their answer on what they are doing next. Ms. Zerwin asked if the policy would then reflect the current point of the Board. A short discussion ensued on the “straw poll”, contiguous versus non-contiguous agencies completely outside the borders of DuPage County, and the benefits of growth, if there are any.

ASA Winistorfer was consulted to clarify the straw poll question of whether they are in favor of a future growth policy at all or providing direction to staff? Member Guttman clarified his suggestion, are the Members interested in giving direction to staff for allowing agencies outside of DuPage County to be part of a future growth model or the thought of if you are in DuPage, even if you are also outside of DuPage, that is something that would be considered.

Chairman Schwarze said a future growth policy does not automatically mean an agency will be let in. He said the policy dictates the parameters of whether someone may be able to apply.

ASA Winistorfer asked if the straw poll question was to establish the consensus to provide direction to the staff for a future growth policy. Chairman Schwarze confirmed with ASA Winistorfer that this was just a straw poll, that no action was being taken. Chairman Schwarze asked for those in favor of creating a future growth policy to raise their hands. Six Members raised their hands. When asked for those not in favor, the opposing six Member raised their hands.

Member Rauter asked if the Board could clean up the language in the current policy and then create something that targets future growth because the consolidation policy was old and needs to be addressed. He said he thought that was what they were doing today, that he had no notion they would be creating a second policy for future growth. Member Rauter said he would like the current policy cleaned up and then revisit the question. Vice Chair Franz concurred.

Ms. Zerwin stated that in the memorandum included in the board packet, question 2.b. was “Create a Future Growth Policy” as part of the discussion today. She said she would take the direction of Board, but that the consolidation policy is a process of how to without criteria. Ms. Zerwin continued saying, a policy that tries to do too many things is where the policy is today and that it does need to be refreshed because of where they are. She said do they keep redlining it until they get to where they need to go or start fresh based of today’s discussion.

A brief discussion ensued regarding one cleaned up policy versus a separate future growth policy.

Chairman Schwarze wrapped up the discussion saying they would have another but in the meantime, he would have Ms. Zerwin begin working on language from today’s meeting to incorporate into the current consolidation policy for further conversation.

- Attachments:**
- 1 Future Growth Memo.pdf
  - 2 ACT Public Safety Consolidation - DuPage ETSB FY21.pdf
  - 3 New\_System\_v2.pdf

**7. ADJOURNMENT**

Chairman Schwarze asked for a motion to adjourn. Member Tillman motioned, seconded by Member Yoo. The meeting of the ETSB was adjourned at 9:11am.

Respectfully submitted,

Jean Kaczmarek



## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3613

**Agenda Date:** 11/8/2023

**Agenda #:** 6.D.2.

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# DU PAGE COUNTY

## ETSB - Emergency Telephone System Board

### Draft Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**Wednesday, October 11, 2023**

**9:00 AM**

**Room 3500B**

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**1. CALL TO ORDER**

9:00 AM meeting was called to order by Chairman Schwarze at 9:20 AM.

**2. ROLL CALL**

ETSB STAFF:

Linda Zerwin

Matt Theusch

Gregg Taormina

Eve Kraus

Kris Cieplinski (Remote)

Brian Kopas (Remote)

Prithvi Bhatt (Remote)

COUNTY CLERK:

Adam Johnson, Chief Deputy Clerk

STATE'S ATTORNEY:

Mark Winistorfer

ATTENDEES:

Matt Baarman, DU-COMM

Chris Clark, Glen Ellyn Fire

Andy Dina, Warrenville Fire

Alan Emody, Bloomingdale Fire

Don Ehrenhaft, County IT

Pat Johl, Wood Dale Fire

John Kelly, DU-COMM

Nicole Lamela, DU-COMM

Keith Marc, ACDC

Anthony McPhearson, County CIO

Mike Sampey, Village of Addison

Roy Selvik, Addison PD

Pat Tanner, West Chicago Fire

Jasmine Wilson, DU-COMM

Kimberly Blair, DMMC (Remote)

Jason Blumenthal, County Board Office (Remote)

Mark Bozik, Roselle Fire (Remote)

Rich Cassady, Glenside Fire (Remote)

Kevin Dempsey, Addison PD (Remote)

Dick Dufort, Elmhurst Fire (Remote)  
Melanie Koga, County Finance (Remote)  
Nick Kottmeyer, County Board Office (Remote)  
Brian Leahy, Clarendon Hills Fire (Remote)  
Brad Malloy, Glendale Heights PD (Remote)  
Bret Mowery, York Center Fire (Remote)  
Bob Murr, College of DuPage (Remote)  
Richard Sanborn, Jr., York Center Fire (Remote)  
Gregory Sebesta, Oakbrook Terrace Fire (Remote)  
Kurt Vavra, Glen Ellyn PD (Remote)  
iPhone (Remote)  
Observer (Remote)  
Villa Park (Remote)

On roll call, Members Schwarze, Franz (Remote 9:21am), Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo were present.

<b>PRESENT</b>	Schwarze, Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo
<b>REMOTE</b>	Franz

**3. PUBLIC COMMENT**

There was no public comment.

**4. CHAIRMAN'S REMARKS - CHAIR SCHWARZE**

Chairman Schwarze recognized Wall of Life recipient TC Jasmine Wilson of DU-COMM for providing EMD assistance with immediate care after delivery for a newborn baby.

Vice Chair Franz joined the meeting at 9:21am.

Chairman Schwarze said there was a request that was made to allow remote participation for Vice Chair Franz. Under Section 7a of the Open Meetings Act, If a quorum of the members of the public body is physically present as required by Section 2.01, a majority of the public body may allow a member of that body to attend the meeting by other means if the member is prevented from physically attending because of: (I) personal illness or disability; (ii) employment purposes or the business of the public body; or (iii) a family or other emergency. A motion was made by Member Rauter, seconded by Member Maranowicz to allow Vice Chair Franz to remotely participate via Zoom. On voice vote, motion carried.

Chairman Schwarze presented Resolution ETS-R-911-0423 acknowledging the contributions of Chairman Tim "Bill" Hayden of the Addison Police Department and Chairman of the Policy Advisory Committee. A motion was made by Member Maranowicz, seconded by Member Yoo to receive and place on file.

**5. MEMBERS' REMARKS**

There were no Members' remarks.

**6. CONSENT AGENDA**

Chairman Schwarze asked for a motion to combine Consent Agenda Items A//Monthly Report for October 11; B/Revenue Report; C/Minutes Approval Policy Advisory Committee for September 11; D/Minutes Approval ETS Board for September 13. Member Guttman motioned, seconded by Member Maranowicz. On voice vote, all Members voted "Aye", motion carried.

Chairman Schwarze asked for a motion to approve Consent Agenda Items A//Monthly Report for October 11; B/Revenue Report; C/Minutes Approval Policy Advisory Committee for September 11; D/Minutes Approval ETS Board for September 13. Member Yoo motioned, seconded by Member Srejma. On voice vote, all Members voted "Aye", motion carried.

**6.A. Monthly Staff Report**

6.A.1. [23-3160](#)

Monthly Report for October 11 Regular Meeting

**Attachments:**     [October 2023 Meeting Monthly Report.pdf](#)

**6.B. Revenue Report 911 Surcharge Funds**

6.B.1. [23-3161](#)

ETSB Revenue Report for October 11 Regular Meeting for Fund 5820/Equalization

**Attachments:**     [Revenue Report Regular Meeting 10.11.23.pdf](#)

**6.C. Minutes Approval Policy Advisory Committee**

6.C.1. [23-3156](#)

ETSB PAC Minutes - Regular Meeting - Monday, September 11, 2023

**Attachments:**     [2023-09-11 ETSB PAC Minutes Summary.pdf](#)

**6.D. Minutes Approval ETS Board**

6.D.1. [23-3162](#)

ETSB Minutes - Regular Meeting - Tuesday, September 13, 2023

**Attachments:**     [2023-09-13 ETSB Minutes Summary.pdf](#)

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>AYES:</b>	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo

## 7. VOTE REQUIRED BY ETS BOARD

### 7.A. Budget Transfers

#### 7.A.1. [ETS-R-0048-23](#)

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Capital Equipment & Machinery) and 4000-5820-54107: Capital Software for the payment and accounting of contractual obligations of the Motorola PO 922031/6149-1 MCC7500 console upgrade and Eventide logger project annual financing agreement. (Total budget transfer: \$1,167,645)

**Attachments:** [BT 54199 to 54110 54107 Moto financing 6149-1.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Michael Tillman
<b>AYES:</b>	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo

#### 7.A.2. [ETS-R-0049-23](#)

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-53807 (Software Maintenance Agreements) to 4000-5820-53806 (Software Licenses) for payment and accounting of contractual obligations related to the County Finance line account reorganization. (Total budget transfer: \$75,000)

**Attachments:** [BT 53807 to 53806 Contract Reorganization.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Tillman
<b>SECONDER:</b>	Joseph Maranowicz
<b>AYES:</b>	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo

#### 7.A.3. [ETS-R-0050-23](#)

Budget Transfer for the Emergency Telephone System Board of DuPage County for Fiscal Year 2023 from 4000-5820-53830 (Other Contractual Expenses) to 4000-5820-53806 (Software Licenses) for payment and accounting of contractual obligations related to the Motorola PO 6149-1 CO1 NICE logger maintenance extension. (Total budget transfer: \$78,215)

**Attachments:** [BT 53830 to 53806 Motorola NICE.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Tillman
<b>SECONDER:</b>	Michael Guttman
<b>AYES:</b>	Schwarze, Franz, Eckhoff, Guttman, Kramer, Maranowicz, Rauter, Schar, Srejma, Swanson, Tillman, and Yoo

**7.B. Payment of Claims**

**7.B.1. [23-3163](#)**

Payment of Claims for October 11, 2023 for FY23 - Total for 4000-5820 (Equalization): \$450,824.69. Total for inter-department transfer for 4000-5820 (Equalization): \$180,580.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Payment of Claims 10.11.23 FY23.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Michael Tillman

**7.C. Change Orders**

**7.C.1. [ETS-CO-0009-23](#)**

Resolution approving Change Order #2 to AT&T, Inc. to incorporate a contract addendum into the Session Initiated Protocol (SIP) PO 921021/5164-1 for two new circuits into the Vesta for the Customer Premise Equipment (CPE) project in the PSAPs. (Amount of change order: \$48,000; New contract amount: \$363,000)

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [ATT 921021 Change Order 2.pdf](#)  
[ATT 921021 Decision Memo.pdf](#)  
[AT&T IP flex updated 20mb Dedicated Internet for DuPage Co 911.pdf](#)  
[AT&T MANAGED INTERNET SERVICE PRICING SCHEDULE CONTRACT ID 6736479.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	David Schar
<b>SECONDER:</b>	Michael Guttman

## 7.D. Purchase Resolutions

### 7.D.1. [ETS-R-0051-23](#)

Awarding resolution to GenServe LLC to provide semi-annual generator inspections and maintenance for Facilities Management, Animal Services, Department of Transportation, and ETSB for two (2) years per Bid #23-099-FM. (Total amount: \$149,115, ETSB amount: \$15,000) Pending Parent Committee Approval

On voice vote, all Members voted "Aye", motion carried.

**Attachments:**     [GenServe 923021 Checklist.pdf](#)  
[23-099-FM SEMI-ANNUAL INSPECTION, PM & CALL](#)  
[OUT BID TAB \(Final\).pdf](#)  
[GenServe 923021 Vendor Ethics\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Michael Guttman

### 7.D.2. [ETS-R-0052-23](#)

Awarding Resolution to Dell Marketing LP PO 923033 to replace 72 Computer Aided Dispatch computers in the Addison Consolidated Dispatch Center and DU-COMM PSAPs as part of the equipment replacement cycle. (Total amount: \$120,312)

On voice vote, all Members voted "Aye", motion carried.

**Attachments:**     [Dell 923033 Checklist.pdf](#)  
[Dell 923033 Requisition.pdf](#)  
[Dell 923033 Decision Memo.pdf](#)  
[US\\_QUOTE\\_3000161952361.2.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	William Srejma
<b>SECONDER:</b>	Erik Kramer

## 7.E. Resolutions

### 7.E.1. [ETS-R-0053-23](#)

Resolution to Amend Policy 911-006: Policy Advisory Committee (PAC).

On voice vote, all Members voted "Aye", motion carried.

**Attachments:**     [911-006 ETSB PAC Policy draft 10.3.23.pdf](#)  
[PAC Nominations Memo\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	William Srejma

7.E.2. [ETS-R-0054-23](#)

Appointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Chief Andrew Dina (DU-COMM Fire Representative and Chair).

On voice vote, all Members voted "Aye", motion carried.

Chairman Schwarze thanked Chief Dina for his service.

**Attachments:**     [Notice of Appointment Dina.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	William Srejma
<b>SECONDER:</b>	Joseph Maranowicz

7.E.3. [ETS-R-0055-23](#)

Appointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Deputy Chief Roy Selvik (ACDC Police Representative).

On voice vote, all Members voted "Aye", motion carried.

Chairman Schwarze thanked Deputy Chief Selvik for his service.

**Attachments:**     [Notice of Appointment Selvik.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Joseph Maranowicz
<b>SECONDER:</b>	Erik Kramer

7.E.4. [ETS-R-0056-23](#)

Resolution approving the County Board execution of an Intergovernmental agreement on behalf of the Emergency Telephone System Board to grant 911 surcharge funds to the two DuPage County Public Safety Answering Points to be used consistent with state and federal law.

Member Maranowicz extended his appreciation to all the parties involved in the process including the PSAP Directors, Member Guttman, Director Zerwin and ASA Winistorfer. He said it shows when everyone comes together for a common goal and work cohesively. Member Kramer inquired into where from the budget the funds are coming from and

what happens if the funding goes away. Ms. Zerwin said she was very conservative because of that question. Ms. Zerwin indicated that the ten-year budget projection includes a benchmark amount of \$1M annually. She attributed the ETSB's ability to grant the funds to the raise in surcharge to \$1.50 and that the Board will not be funding the replacement of radios after the current project is completed. Ms. Zerwin said there is language in the IGA that the Treasurer reviews the funds and makes a recommendation to the ETS Board. The ETS Board will determine whether they continue the annual grant and at what dollar level. Ms. Zerwin asked Member Kramer if that answered his question. Member Kramer replied yes and asked if the funding goes away, how does it affect the budget or trickle down to the agencies or the equipment they utilize such as Fire Station Alerting (FSA). Ms. Zerwin reviewed account line 54199: Capital Contingencies as a reserve fund to replace capital assets in the system, that the systems are earmarked with a replacement value and if equipment is refreshed instead of replaced then the amount of money the ETS Board must set aside annually is less because 54199: Capital Contingencies recognized the savings.

Member Rauter asked if this is to be annually approved by the Board, not permanent. Ms. Zerwin replied that the language of the IGA allows for annual approval, that if the PSAPs meet their obligations, and at the recommendation of the County Treasurer who manages the ETSB's overall finances, it would then be up to the Board to decide the level of the funding. Member Rauter asked if this was a money transfer that goes out immediately upon approval or for practical purposes, what is the process. Ms. Zerwin said it would be a full disbursement once approved through the bills list on the Payment of Claims. She said there is criteria in the IGA for allowable or acceptable costs. The PSAPs are to provide an accounting of those costs within 60 days of a purchase or an accounting if they are saving for an allowable purchase, which the Board would then have before making a decision for the next fiscal year. Member Rauter asked if the PSAP could retain the funds between years if they report what they plan to use the funds for. Ms. Zerwin said they would not lose the funds, that everything is too expensive in the system to take funds back if the PSAPs are trying to save for something specific. Member Rauter provided examples to understand the process which were confirmed by Ms. Zerwin per the IGA language and what is considered acceptable now.

Member Schar inquired into the process, that it would be approved by the ETS Board, go through the PSAPs respective boards for approval, then back to the County Board for final approval. He asked that if that process is not completed by the end of November, should direction be given to staff to carry over the \$2M into the FY24 budget. Chairman Schwarze said that would be discussed under the budget agenda item which was next up on the agenda.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:**     [PSAP IGA Simple Version\\_to PSAPs March 1 2023\\_CLEAN 2023.10.5.pdf](#)

<b>RESULT:</b> APPROVED AND SENT TO FINANCE
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<b>MOVER:</b>	Michael Guttman
<b>SECONDER:</b>	David Schar

7.E.5. [ETS-R-0047-23](#)

Annual Appropriation Resolution for the Emergency Telephone System Board of DuPage, State of Illinois, for the Fiscal Period beginning December 1, 2023 and ending November 30, 2024.

Member Guttman moved to approve Agenda Item ETS-R-0047-23, seconded by Member Maranowicz. Chairman Schwarze said there would be discussion on this item and turned it over to Ms. Zerwin.

Ms. Zerwin asked that the four budget comparisons be brought on screen. She reviewed a memo that had been distributed to the Members and included adjustments to Employee Medical and Hospital Insurance (decrease), Salary and Wage Adjustment (decrease), Software Licenses (increase), Other Contractual Expenses (increase), Capital Software (increase). There were two additional items that Ms. Zerwin asked the Board for direction on, the PSAP grant allocation and an additional headcount. Ms. Zerwin said there was a review underway of whether the focus groups under the Policy Advisory Committee (PAC) fall under the Open Meetings Act (OMA). If the determination of the Attorney General is in the affirmative, ETSB would need an additional staff member to take on the responsibilities of the meetings, including posting of the packets, attendance at, and the minutes afterwards. One headcount had been added to the FY24 budget for a mid-range Administrative Assistant, which if determined was not needed could be removed from the FY25 budget. Ms. Zerwin said that artificial intelligence (AI) options could be investigated but that this had come up on short notice. Ms. Zerwin explained the options between the four budget options that were shown onscreen.

Member Rauter asked if a change order for group services for alias ID display was being looked into. Ms. Zerwin explained that the consoles already have that feature and that the backup systems were under consideration. Member Rauter asked if the current system has this built into the radio or over the network. Ms. Zerwin replied, both.

Member Rauter asked if there was an anticipated change order for a Key Management Facility (KMF) for encryption services. Ms. Zerwin replied it was part of the contract. Member Rauter said, so we are using Motorola's KMF. Ms. Zerwin and Mr. Theusch asked for clarification on the question. Member Rauter went through the options of rolling out encryption with a key loader or Over the Air (OTAR) with a KMF. He wanted to know the method of the rollout and whether those costs were included in the budget. Mr. Theusch replied that OTAR was part of the contract.

Member Rauter asked about wi-fi programming and how that would be implemented, whether associated costs were in the budget. Ms. Zerwin reviewed the initial plan to utilize computers and pucks, as re-use of existing equipment. Member Rauter asked how many stations are in the system. Ms. Zerwin replied, 67. Member Rauter asked if there

was a plan to use fire station wi-fi. Ms. Zerwin said it was a viable option that had not yet been fully vetted because some of the networks run through the PSAPs. Member Rauter said it would be a contingency if there were additional costs to implement wi-fi.

Ms. Zerwin asked why there would be additional costs. Member Rauter said in case additional equipment was needed or modifications to existing wi-fi systems in the fire stations. He said there would still be running around with a limited number of pucks or laptops to do stuff that is supposed to be done over the air. Ms. Zerwin said the equipment replacement, such as the Dell order approved earlier in the agenda, those units are recycled into the system for use.

Member Rauter asked who here owns that project, whether it be a staff member or vendor, he used to say "one throat to choke" assigned to the wi-fi project to ensure all the questions are answered and it is done to the satisfaction of the fire guys. Ms. Zerwin said the project would go through the focus groups but that the Motorola System Manager Andy Saucedo is working with John Sullivan of Addison Fire to test various solutions. Mr. Rauter said those would be the two people. Ms. Zerwin replied they are testing the model.

Member Rauter asked if there was any contingency in case Fire decides they want to go with the APXNext XE model as opposed to the NFPA approved APXNext XN. He asked if there is a cost to the change order for a global swap. Ms. Zerwin said until she knows what the direction is, she cannot provide an answer.

Chairman Schwarze asked if there were any further questions on the budget. Seeing none, he said a decision would need to be made regarding the four budget options presented. His preference was to add the \$2M and the additional headcount to be on the safe side for the IGA and the focus groups.

A motion was clarified with ASA Winistorfer. Member Maranowicz moved to amend the tabled budget, seconded by Member Schar. Chairman Schwarze asked if there were any questions. When he heard none, he asked, all in favor, all Members voted "Aye", motion carried.

There was a short discussion on whether the budget was being approved today, to then be amended next month if the \$2M was not necessary, or if the budget would be tabled to the next meeting and addressed on November 8. A motion to table was discussed as well as clarification questions regarding the \$2M. Vice Chair Franz said he thought they should be optimistic, assume the boards would approve the IGA, and move forward. Chairman Schwarze asked for a roll call vote. The motion to table was withdrawn by Member Yoo in consideration of Vice Chair Franz's motion. The underlying motion was seconded by Member Tillman. On roll call, all Members voted "Aye", motion carried.

**Attachments:**     [FY24 Amended Budget October 11 2023.pdf](#)  
                              [Executive Summary FY24 Budget October 11 Meeting.pdf](#)

<b>RESULT:</b> APPROVED AS AMENDED
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<b>MOVER:</b>	Mark Franz
<b>SECONDER:</b>	Michael Tillman

**7.F. AUTHORIZATION TO ACT**

**7.F. [23-3263](#)**

**NFPA Letter**

Member Rauter said he believed the NFPA had met the previous day and asked PAC Chair Dina if he had heard anything. PAC Chair Dina said they were waiting to release the letter. Member Rauter asked, but NFPA met and they are willing to accept our concept, correct? Chair Dina confirmed that the subcommittee is aware there are issues with the NFPA standards as it related to the radios and they look forward to receipt of ETSB's letter, and that there is an upcoming meeting on October 24.

Chairman Schwarze asked all in favor, all Members voted "Aye", motion carried.

**Attachments:**     [APXNext XN Fire Focus Memorandum 100523 draft.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Stephen Rauter
<b>SECONDER:</b>	Erik Kramer

**8. DEDIRS PORTABLE AND MOBILE RADIO REPLACEMENT**

**8.A. Police**

A Police discussion was held after the Fire update.

**8.B. Fire**

PAC Chair Dina thanked the ETS Board for their support in his new role. He also thanked the previous Chair, Bill Hayden, for his professionalism and knowledge and said he would miss him.

PAC Chair Dina thanked the ETSB for approval of the letter to the NFPA on behalf of the Fire Focus Group. He said with approval of the letter, the subcommittee, which meets on October 24, can review it and hopefully make changes for the NFPA Committee meeting in November. PAC Chair Dina said Motorola has agreed to make the changes to the radios that the Fire Focus Group is using to demo. He said there is a contingency plan, that through the ETSB a request has been made to obtain APXNext XE radios from Motorola to demo. PAC Chair Dina said some of the mobiles have been deployed and that the remaining will be distributed with the wi-fi programming and the encryption keys. He said the radios may need to be touched once but the plan is to utilize wi-fi. The plan is for the mobiles to go out while waiting for the NFPA changes to the portables.

Member Tillman asked if Motorola had provided documentation on a letterhead stating the radios are approved by NFPA as meeting the standard. PAC Chair Dina said they had not received a letter but that the radio label states certified model NFPA 1802 on them.

Chairman Schwarze asked if there were any other questions for PAC Chair Dina. Seeing none, he thanked the committee members for their work on these efforts.

Member Rauter asked if PAC Chair Dina was going to address the Police radios, as well. PAC Chair Dina said he could, yes. Member Rauter said he wanted to bring to the Board's attention that he suggested that before the mobiles are deployed to the fire stations, that the master key be put in the mobile so it saves a tech from having to touch them again. He continued saying, unfortunately, when the Police radios were deployed, the master encryption key called Unique Key Encryption Key (UKEK) was not put in the police radios. Member Rauter said, unfortunately, each radio needs to come back or be touched and would have saved a lot of time and effort had it been done on the front end. Member Rauter said he has talked to Andy (Saucedo) on the phone and attended his meetings that he is trying to get this going the best he can based on his experience. He said that was a misstep on the Police side and he is hoping they pay attention to those things so there is no duplicated efforts or wasted time. Ms. Zerwin replied she does not consider it a misstep because the original issue with the Police radios was that there were no batteries. The critical piece to the deployment was getting radios with usable batteries into the hands of the officers and they were given an option of whether they wanted to take the radios. All Police agencies opted to take their radios with the templates they had at that time knowing that encryption was coming because we (DuPage) had to wait for the consoles to be upgraded in the dispatch centers before encryption could be deployed. She said she did not believe it was a misstep because it was discussed and the agencies were given an option.

Member Rauter said, with all due respect, when the radios were programmed, they could have been touched with the UKEK as they were going out the door. In his humble opinion, it was a misstep.

Member Swanson replied, with all due respect, the end users, himself included, would rather have something that works than opposed to the dying radios that they had. Member Rauter said to Member Swanson that he was missing his point, that as the radios were going out the door, after being programmed by the Motorola System Manager, the UKEK could have been put in. Member Rauter said he is not trying to impede anything, you need the radio, but by that misstep, Motorola is going to be spending a lot of money sending the System Manager to catch up on putting the UKEK in the radios. Ms. Zerwin said the Motorola System Manager is provided in the contract so they are not spending any money, and that the encryption was not yet decided because if they were loaded in the direction at the time, there would have been a 17 key...Member Rauter interrupted saying she was missing his point. Ms. Zerwin said to Member Rauter that he was calling it a misstep when it was a conscious decision. Chairman Schwarze stopped the conversation and said it could be continued in a PAC meeting, but that the Board was going to move on with the agenda.

## **9. DU PAGE ETSB 9-1-1 SYSTEM DESIGN**

Ms. Zerwin had nothing beyond what was reported in the monthly report.

## **10. OLD BUSINESS**

Member Guttman requested the third million be added to the November agenda as an action item.

**11. NEW BUSINESS**

There was no new business.

**12. EXECUTIVE SESSION**

**12.A. Minutes Review Pursuant to 5 ILCS 120/2 (C) (21)**

**12.B. Personnel Matters Pursuant to 5 ILCS 120/2 (C ) (1)**

**12.C. Security Procedures and the Use of Personnel and Equipment Pursuant to 5 ILCS**

**12.D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)**

**13. MATTERS REFERRED FROM EXECUTIVE SESSION**

**14. ADJOURNMENT**

**14.A. Next Meeting: Wednesday, November 8 at 9:00am in 3-500B**

Chairman Schwarze asked for a motion to adjourn. Member Guttman motioned, seconded by Member Yoo. The meeting of the ETSB was adjourned at 10:09am.

Respectfully submitted,

Jean Kaczmarek



## ETSB PAC Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3609

**Agenda Date:** 11/6/2023

**Agenda #:** 5.C.

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# Emergency Telephone System Board of DuPage County Policy Advisory Committee (PAC) 2024 Meeting Schedule



DATE	TIME	LOCATION
January 8, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
February 5, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
March 4, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
April 1, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
May 6, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
June 3, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
July 1, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
August 5, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
September 9, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
October 7, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
November 4, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A
December 2, 2024	8:15 am	DuPage County Administration Bldg, Room 3-500A



## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3614

**Agenda Date:** 11/8/2023

**Agenda #:** 6.E.2.

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# Emergency Telephone System Board of DuPage County

## ETS Board 2024 Meeting Schedule



DATE	TIME	LOCATION
January 10, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
February 14, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
March 13, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
April 10, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
May 8, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
June 12, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
July 10, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
August 14, 2023	9:00 am	DuPage County Administration Bldg, Room 3-500B
September 11, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
October 9, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
November 13, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B
December 11, 2024	9:00 am	DuPage County Administration Bldg, Room 3-500B



## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3615

**Agenda Date:** 11/8/2023

**Agenda #:** 7.A.1.

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## ETSB Resolution

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

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**File #:** ETS-R-0058-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.B.1.

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**BUDGET TRANSFER FOR THE EMERGENCY TELEPHONE  
SYSTEM BOARD OF DUPAGE COUNTY  
FOR FISCAL YEAR 2023**

WHEREAS, the DuPage County Emergency Telephone System Board ("DUPAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DUPAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DUPAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, the 9-1-1 System Coordinator recommends DUPAGE ETS Board approval for the following Fiscal Year 2023 budget transfers:

Amount : \$1,000.00

From Fund/Object Code : 4000-5820-53805: Other Transportation Charges

To Fund/Object Code : 4000-5820-53804: Postage & Postal Charges

Purpose: Budget transfer for FY23 to move funds from 4000-5820-53805 (Other Transportation Charges) to 4000-5820-53804 (Postage & Postal Charges) for the shipping and insurance charges associated with radio equipment calibration.

NOW, THEREFORE BE IT RESOLVED, by the DUPAGE ETS Board that the transfer amount of \$1,000.00 from object code 4000-5820-53805: Other Transportation Charges to object code 4000-5820-53804: Postage & Postal Charges, be, and is hereby approved to be made within the indicated object codes.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

**DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective May 3, 2023**

ETSB-EQUALIZATION

From: 4000  
Company #

From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5820	53805		OTHER TRANSPORTATION CHARGES	\$ 1,000.00			
Total				\$ 1,000.00			

To: \_\_\_\_\_  
Company #

To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5820	53804		POSTAGE & POSTAL CHARGES	\$ 1,000.00			
Total				\$ 1,000.00			

Reason for Request:

Budget Transfer for FY23 to move funds from 4000-5820-53805 (Other Transportation Charges) to 4000-5820-53804 (Postage & Postal Charges) for the shipping and insurance charges associated with radio equipment calibration. [Total Transfer Amount: \$1,000.00]

Department Head \_\_\_\_\_ Date \_\_\_\_\_

Activity \_\_\_\_\_ Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_  
(optional)

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

Finance Department Use Only		
Fiscal Year _____	Budget Journal # _____	Acctg Period _____
Entered By/Date _____	Released & Posted By/Date _____	



## ETSB Resolution

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

**File #:** ETS-R-0059-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.B.2.

**BUDGET TRANSFER FOR THE EMERGENCY TELEPHONE  
SYSTEM BOARD OF DUPAGE COUNTY  
FOR FISCAL YEAR 2023**

WHEREAS, the DuPage County Emergency Telephone System Board ("DUPAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DUPAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DUPAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, the 9-1-1 System Coordinator recommends DUPAGE ETS Board approval for the following Fiscal Year 2023 budget transfers:

Amount : \$495,882.00

From Fund/Object Code : 4000-5820-54199: Capital Contingency

To Fund/Object Code : 4000-5820-53806: Software Licenses

Purpose: Budget transfer for FY23 to move funds from 4000-5820-54199 (Capital Contingency) to 4000-5820-53806 (Software Licenses) for payment of the Advanced Plus MCC7500 console and microwave backhaul maintenance for the period of January 1, 2023 through November 30, 2023 and NICE logger maintenance for January 1, 2023 through June 30, 2023 on Motorola PO 6149-1.

NOW, THEREFORE BE IT RESOLVED, by the DUPAGE ETS Board that the transfer amount of \$495,882.00 from object code 4000-5820-54199: Capital Contingencies to object code 4000-5820-53806: Software Licenses, be, and is hereby approved to be made within the indicated object codes.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

\_\_\_\_\_  
GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

**DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective May 3, 2023**

ETSB-EQUALIZATION

From: 4000  
Company #

From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5820	54199		CAPITAL CONTINGENCY	\$ 495,882.00			
Total				\$ 495,882.00			

To: \_\_\_\_\_  
Company #

To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5820	53806		SOFTWARE LICENSES	\$ 495,882.00			
Total				\$ 495,882.00			

Reason for Request:

Budget transfer for FY23 to move funds from 4000-5820-54199 (Capital Contingency) to 4000-5820-53806 (Software Licenses) for payment of the Advanced Plus MCC7500 console and microwave backhaul maintenance Jan 1, 2023-Nov 30, 2023 and NICE logger maintenance Jan 1, 2023-June 30, 2023 on Motorola PO 6149-1. [Total Transfer Amount: \$495,882.00]
--

Department Head \_\_\_\_\_ Date \_\_\_\_\_

Activity \_\_\_\_\_  
(optional)

Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

Finance Department Use Only		
Fiscal Year _____	Budget Journal # _____	Acctg Period _____
Entered By/Date _____	Released & Posted By/Date _____	



## ETSB Resolution

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

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**File #:** ETS-R-0060-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.B.3.

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**BUDGET TRANSFER FOR THE EMERGENCY TELEPHONE  
SYSTEM BOARD OF DUPAGE COUNTY  
FOR FISCAL YEAR 2024**

WHEREAS, the DuPage County Emergency Telephone System Board ("DUPAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DUPAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DUPAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, the 9-1-1 System Coordinator recommends DUPAGE ETS Board approval for the following Fiscal Year 2024 budget transfers:

Amount : \$6,651,400.00

From Fund/Object Code : 4000-5820-54199: Capital Contingency

To Fund/Object Code : 4000-5820-54110: Capital Equipment & Machinery

Purpose: Budget transfer for FY24 to move funds from 4000-5820-54199 (Capital Contingency) to 4000-5820-54110 (Equipment & Machinery) for the second annual payment on the DEDIRS radio replacement project PO 5522-1.

NOW, THEREFORE BE IT RESOLVED, by the DUPAGE ETS Board that the transfer amount of \$6,651,400.00 from object code 4000-5820-54199: Capital Contingencies to object code 4000-5820-54110: Capital Equipment and Machinery, be, and is hereby approved to be made within the indicated object codes.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

**DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective May 3, 2023**

ETSB-EQUALIZATION

From: 4000  
Company #

From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5820	54199		CAPITAL CONTINGENCY	\$ 6,651,400.00			
Total				\$ 6,651,400.00			

To: \_\_\_\_\_  
Company #

To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
5820	54110		EQUIPMENT AND MACHINERY	\$ 6,651,400.00			
Total				\$ 6,651,400.00			

Reason for Request:

Budget transfer for FY24 to move funds from 4000-5820-54199 (Capital Contingency) to 4000-5820-54110 (Capital Equipment and Machinery) for the second annual payment on the DEDIRS radio replacement project PO 5522-1. [Total Transfer Amount: \$6,651,400.00]

\_\_\_\_\_  
Department Head Date

Activity \_\_\_\_\_  
(optional)

\_\_\_\_\_  
Chief Financial Officer Date

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

Finance Department Use Only		
Fiscal Year _____	Budget Journal # _____	Acctg Period _____
Entered By/Date _____	Released & Posted By/Date _____	





## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 23-3616

**Agenda Date:** 11/8/2023

**Agenda #:** 7.C.1.

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**EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY  
FY23 EXPENDITURE VS. BUDGET**

COMP	AU	Account	Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
				APPROPRIATION	BUDGET	EXPENDED	ENCUMBERED	AVAILABLE	EXPENDED	REMAINING
4000	5820	50000-0000	REGULAR SALARIES	\$ 908,742	\$ 908,742	\$ 697,669	\$ -	\$ 211,073.16	77%	23%
4000	5820	50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 13,728	\$ 13,728	\$ 9,940	\$ -	\$ 3,787.78	72%	28%
4000	5820	50080-0000	SALARY & WAGE ADJUSTMENT	\$ 34,952	\$ 34,952	\$ -	\$ -	\$ 34,952.00	0%	100%
4000	5820	51000-0000	BENEFIT PAYMENTS	\$ 13,260	\$ 13,260	\$ 4,409.98	\$ -	\$ 8,850.02	33%	67%
4000	5820	51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 108,595	\$ 108,595	\$ 56,637.53	\$ -	\$ 51,957.47	52%	48%
4000	5820	51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 69,519	\$ 69,519	\$ 52,433.61	\$ -	\$ 17,085.39	75%	25%
4000	5820	51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 191,040	\$ 191,040	\$ 69,539.05	\$ -	\$ 121,500.95	36%	64%
4000	5820	51050-0000	FLEXIBLE BENEFIT EARNINGS	\$ 3,000	\$ 3,000	\$ 550.00	\$ -	\$ 2,450.00	18%	82%
4000	5820	52000-0000	FURN/MACH/EQUIP SMALL VALUE	\$ 44,000	\$ 44,000	\$ 4,415.06	\$ -	\$ 39,584.94	10%	90%
4000	5820	52100-0000	I.T. EQUIPMENT-SMALL VALUE	\$ 77,500	\$ 77,500	\$ 20,589.25	\$ 47,965.07	\$ 8,945.68	27%	12%
4000	5820	52200-0000	OPERATING SUPPLIES & MATERIALS	\$ 2,000	\$ 2,000	\$ 1,244.69	\$ -	\$ 755.31	62%	38%
4000	5820	52210-0000	FOOD AND BEVERAGE	\$ 750	\$ 750	\$ 494.65	\$ -	\$ 255.35	66%	34%
4000	5820	52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$ 60,000	\$ 130,000	\$ 76,003.56	\$ 23,212.44	\$ 30,784.00	58%	24%
4000	5820	52260-0000	FUEL & LUBRICANTS	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ 2,500.00	0%	100%
4000	5820	52270-0000	MAINTENANCE SUPPLIES	\$ 2,000	\$ 2,000	\$ 67.47	\$ -	\$ 1,932.53	3%	97%
4000	5820	52280-0000	CLEANING SUPPLIES	\$ 500	\$ 500	\$ 20.91	\$ -	\$ 479.09	4%	96%
4000	5820	53000-0000	AUDITING & ACCOUNTING SERVICES	\$ 107,400	\$ 107,400	\$ 107,400.00	\$ -	\$ -	100%	0%
4000	5820	53020-0000	INFORMATION TECHNOLOGY SERVICES	\$ 749	\$ 749	\$ -	\$ -	\$ 749.00	0%	100%
4000	5820	53030-0000	LEGAL SERVICES	\$ 60,000	\$ 60,000	\$ 60,000.00	\$ -	\$ -	100%	0%
4000	5820	53040-0000	INTERPRETER SERVICES	\$ 20,000	\$ 20,000	\$ 6,982.98	\$ 12,999.47	\$ 17.55	35%	0%
4000	5820	53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$ 102,000	\$ 102,000	\$ 79,550.00	\$ -	\$ 22,450.00	78%	22%
4000	5820	53130-0000	PUBLIC LIABILITY INSURANCE	\$ 106,794	\$ 106,794	\$ 91,796.00	\$ 2,500.00	\$ 12,498.00	86%	12%
4000	5820	53200-0000	NATURAL GAS	\$ 3,700	\$ 3,700	\$ -	\$ -	\$ 3,700.00	0%	100%
4000	5820	53210-0000	ELECTRICITY	\$ 25,000	\$ 25,000	\$ 13,543.42	\$ -	\$ 11,456.58	54%	46%
4000	5820	53220-0000	WATER & SEWER	\$ 500	\$ 500	\$ -	\$ -	\$ 500.00	0%	100%
4000	5820	53250-0000	WIRED COMMUNICATION SERVICES	\$ 1,129,906	\$ 1,129,906	\$ 155,948.53	\$ 811,222.70	\$ 162,734.77	14%	14%
4000	5820	53260-0000	WIRELESS COMMUNICATION SVC	\$ 11,100	\$ 11,100	\$ 7,166.94	\$ 1,878.80	\$ 2,054.26	65%	19%
4000	5820	53300-0000	REPAIR & MTCE FACILITIES	\$ 45,000	\$ 45,000	\$ 4,199.00	\$ -	\$ 40,801.00	9%	91%
4000	5820	53310-0000	REPAIR MAINT INFRASTRUCTURE	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000.00	0%	100%
4000	5820	53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$ 55,826	\$ 62,126	\$ 31,203.97	\$ 26,300.35	\$ 4,621.68	50%	7%
4000	5820	53400-0000	RENTAL OF OFFICE SPACE	\$ 20,580	\$ 20,580	\$ 8,580.00	\$ -	\$ 12,000.00	42%	58%
4000	5800	53410-0000	RENTAL OF MACHINERY & EQUIPMENT	\$ 15,000	\$ 15,000	\$ 10,395.62	\$ -	\$ 4,604.38	69%	31%
4000	5820	53500-0000	MILEAGE EXPENSE	\$ 2,000	\$ 2,000	\$ 181.04	\$ -	\$ 1,818.96	9%	91%
4000	5820	53510-0000	TRAVEL EXPENSE	\$ 100,000	\$ 100,000	\$ 24,646.62	\$ -	\$ 75,353.38	25%	75%
4000	5820	53600-0000	DUES & MEMBERSHIPS	\$ 1,483	\$ 1,483	\$ 655.00	\$ -	\$ 828.00	44%	56%
4000	5820	53610-0000	INSTRUCTION & SCHOOLING	\$ 110,000	\$ 110,000	\$ 38,913.81	\$ -	\$ 71,086.19	35%	65%
4000	5820	53800-0000	PRINTING	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000.00	0%	100%
4000	5820	53801-0000	ADVERTISING	\$ 3,000	\$ 3,000	\$ 41.40	\$ -	\$ 2,958.60	1%	99%
4000	5820	53803-0000	MISCELLANEOUS MEETING EXPENSE	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ 1,500.00	0%	100%
4000	5820	53804-0000	POSTAGE & POSTAL CHARGES	\$ 1,500	\$ 1,500	\$ 1,364.09	\$ -	\$ 135.91	91%	9%
4000	5820	53805-0000	OTHER TRANSPORTATION CHARGES	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ 1,500.00	0%	100%
4000	5820	53806-0000	SOFTWARE LICENSES (new)	\$ 330,193	\$ 522,408	\$ 488,392.34	\$ 29,423.75	\$ 4,591.91	93%	1%
4000	5820	53807-0000	SOFTWARE MAINT AGREEMENTS	\$ 3,077,533	\$ 2,963,533	\$ 2,184,530.82	\$ 603,208.01	\$ 175,794.17	74%	6%
4000	5820	53808-0000	STATUTORY & FISCAL CHARGES (new)	\$ -	\$ 4,243	\$ 4,242.89	\$ 0.11	\$ (0.11)	100%	0%
4000	5820	53810-0000	CUSTODIAL SERVICES	\$ 54,200	\$ 54,200	\$ 40,000.00	\$ 1,200.00	\$ 13,000.00	74%	24%
4000	5820	53830-0000	OTHER CONTRACTUAL EXPENSES	\$ 5,341,478	\$ 5,263,263	\$ 1,677,236.00	\$ 3,483,074.00	\$ 102,953.00	32%	2%
4000	5820	54100-0000	IT EQUIPMENT	\$ 1,655,057	\$ 1,600,007	\$ 566,078.48	\$ 574,343.50	\$ 459,585.03	35%	29%
4000	5820	54107-0000	SOFTWARE (new)	\$ 136,875	\$ 189,854	\$ 52,978.31	\$ 49,922.40	\$ 86,953.29	28%	46%
4000	5820	54110-0000	EQUIPMENT AND MACHINERY	\$ 1,983,197	\$ 9,749,263	\$ 7,788,630.06	\$ -	\$ 1,960,632.71	80%	20%
Total				\$ 16,090,157	\$ 23,934,695	\$ 14,438,672	\$ 5,667,251	\$ 3,828,772	60%	16%
EXPENDITURES FOR PERIOD: November 8, 2023						\$ 1,418,460.00	Internal Transfer:			
				ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
COMP	AU	Account	Description	APPROPRIATION	BUDGET	TRANSFERRED	ENCUMBERED	BALANCE	EXPENDED	REMAINING
4000	5820	53828-0000	CONTINGENCIES (xfers to Personnel/Contracts/Commodities)	\$ 300,000.00	\$ 300,000.00	\$ (80,543.00)		\$ 219,457.00	-27%	73%
4000	5820	54199-0000	CAPITAL CONTINGENCY (xfers to Capital)	\$ 29,446,769	\$ 29,446,769	\$ (7,874,095.00)	\$ (1,900,000.00)	\$ 19,672,674.00	-27%	67%



# OFFICE OF THE COUNTY AUDITOR

**Bill White, J.D., C.I.A.**  
*DuPage County Auditor*

421 N. County Farm Road  
Wheaton, Illinois 60187  
(630) 407-6075  
FAX: (630) 407-6076  
[www.dupageco.org/auditor](http://www.dupageco.org/auditor)

To: Hon. Greg Schwarze, Chairman  
DuPage County Emergency Telephone System Board (ETSB)  
  
ETSB Members

From: Bill White, J.D., C.I.A. *WFW*  
County Auditor

Subject: Internal Audit of Accounts Payable  
#23-44

Date: November 2, 2023

The Office of the County Auditor has completed a limited scope internal audit of the transaction processing of ETSB invoices submitted for payment. The audit identified two exceptions that required correction by the ETSB and Finance Department.

All invoices submitted have been reviewed and released for payment by the County Auditor. The results of the audit are presented below.

## **Results**

My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the November 8, 2023, Board Meeting. The invoices listed on the Bank Account Payment History Report dated October 27, 2023, have been examined and are recommended for payment. The total amount of the expenditures is \$1,418,460.

It was noted that a Dick Buss & Associates LLC invoice for \$20,000 originally paid on July 28, 2023, had been voided on October 2, 2023. The original check had never been received by the vendor and was re-issued on this Bank Account Payment History Report. The expenditure amount below does not include the \$20,000 re-issued check.

• FY2023 Equalization Fund (4000-5820)	\$1,418,460
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Two exceptions were identified by the County Auditor.

A Motorola Solutions, Inc. invoice for software maintenance costs in the amount of \$78,213.34 was submitted by the ETSB with insufficient funds available in the budget account for Software and Maintenance (4000-5820-53806) and an incorrect service period in the invoice description. The invoice was disapproved by the County Auditor on October 17, 2023. The ETSB approved a budget transfer at its October 18, 2023, meeting and resubmitted the invoice on October 24, 2023. The Finance Department corrected the invoice description and the County Auditor recommended the invoice for payment that same day.

An AT&T invoice for wired telephone services in the amount of \$6,206.37 was entered by the Finance Department into the MHC system with an incorrect invoice number. The invoice was disapproved by the County Auditor on October 17, 2023. The Finance Department corrected the invoice number and resubmitted the invoice to the County Auditor for approval on October 18, 2023. The County Auditor recommended the invoice for payment on October 19, 2023.

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**Objective**

The County Auditor will perform a series of procedures designed to evaluate the internal controls involved in the processing of transactions in the accounts payable system. The actual procedures performed will depend upon the County Auditor's assessment of risks associated with the transactions.

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**Background/Audit Scope**

Invoices and the related supporting documentation are initially prepared and submitted for payment processing by County departments to the centralized accounts payable function administered by the Finance Department.

The County Auditor performs audit procedures on the payment documentation after the information has been entered into the accounts payable system by the Finance Department. These procedures include reviewing the scanned images of the invoice and supporting documentation and comparing it to the information entered into the system. Significant discrepancies noted between the supporting documentation and the information recorded in the system are identified by the County Auditor as exceptions. In these situations, the County Auditor notifies the Finance Department of the problem. When the discrepancies are resolved, the County Auditor approves the invoice.

A Bank Account Payment History Report is generated by the Finance Department after the invoices have been approved and the County Auditor verifies that each of the recommended payments was properly posted to the County's General Ledger.

**Audit Findings and Recommendations**

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The County Auditor audited 28 invoices submitted for payment, two exceptions were identified.

The ETSB should verify that they have sufficient funds available for the payment of invoices prior to forwarding to the Finance Department for entry into the ERP and MHC systems.

The Finance Department should verify the completeness and accuracy of invoices entered into the ERP and MHC systems prior to forwarding to the County Auditor for review and payment recommendation.

The ETSB should continue to regularly review available ERP reports and real-time transaction information to monitor the progress of invoices submitted for payment to preclude the potential for incorrect payments.

Thank you for your continued assistance.

cc: Linda Zerwin, Executive Director  
Jeff Martynowicz, Chief Financial Officer

# Bank Account Payment History

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AP255 Date: 10/27/23  
Time: 13:09

JOB SUBMISSION PARAMETERS

User Name: DP\FNMAW  
Job Name: AP255-4000  
Step Nbr: 1

Pay Group: 4000

Cash Code: 1414

Class C Accounts Payable

Payment Date: 102723 - 102723

Payment Numbers: -

Payment Code:

# Bank Account Payment History

AP255 Date 10/27/23 Pay Group 4000 ETSB PAY GROUP USD Page 1  
Time 13:10 Bank Account Payment History

Cash Code 1414 Bank 071923909 Payment Date Range 10/27/23 thru 10/27/23  
Payment Code ACH Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	529985	Payment Date	10/27/23	Vendor	10667	CDW GOVERNMENT INC	Status	Issued
10667 MF44353				IX 102	10/27/23	363.84	0.00	363.84
10667 MN64288				IX 102	11/15/23	18.64	0.00	18.64
10667 MN68262				IX 102	11/15/23	296.60	0.00	296.60
10667 MP16655				IX 102	11/16/23	294.09	0.00	294.09
10667 MP69027				IX 102	11/17/23	139.50	0.00	139.50
				*** Payment Total		1,112.67	0.00	1,112.67
Payment Number	529986	Payment Date	10/27/23	Vendor	11067	FOX VALLEY FIRE & SAFETY	Status	Issued
11067 IN00624340				IX 102	09/28/23	47.55	0.00	47.55
				*** Payment Total		47.55	0.00	47.55
Payment Number	529987	Payment Date	10/27/23	Vendor	10115	MOTOROLA SOLUTIONS CREDIT CO.	Status	Issued
10115 32195				IX 102	10/26/23	1,167,644.09	0.00	1,167,644.09
				*** Payment Total		1,167,644.09	0.00	1,167,644.09
				*** Payment Code ACH Total		1,168,804.31	0.00	1,168,804.31
				Payment Count		3		



# Bank Account Payment History

AP255 Date 10/27/23 Pay Group 4000 ETSB PAY GROUP USD Page 2  
Time 13:10 Bank Account Payment History

Cash Code 1414 Bank 071923909 Payment Date Range 10/27/23 thru 10/27/23  
Payment Code CHK Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1180946	Payment Date 10/27/23	Vendor 10008	AT&T			Status Issued		
10008 0719352809 2023		IX 102 10/19/23			6,206.37	0.00	6,206.37	
		*** Payment Total			6,206.37	0.00	6,206.37	
Payment Number 1180947	Payment Date 10/27/23	Vendor 10008	AT&T			Status Issued		
10008 4634032801 2023		IX 102 10/19/23			2,408.84	0.00	2,408.84	
		*** Payment Total			2,408.84	0.00	2,408.84	
Payment Number 1180948	Payment Date 10/27/23	Vendor 10008	AT&T			Status Issued		
10008 630R06015909 2023		IX 102 10/16/23			1,821.38	0.00	1,821.38	
		*** Payment Total			1,821.38	0.00	1,821.38	
Payment Number 1180949	Payment Date 10/27/23	Vendor 10008	AT&T			Status Issued		
10008 S667122122-23264		IX 102 10/21/23			983.89	0.00	983.89	
		*** Payment Total			983.89	0.00	983.89	
Payment Number 1180950	Payment Date 10/27/23	Vendor 10009	AT&T MOBILITY			Status Issued		
10009 287316512139X10082023		IX 102 10/30/23			411.90	0.00	411.90	
		*** Payment Total			411.90	0.00	411.90	
Payment Number 1180951	Payment Date 10/27/23	Vendor 10216	CANON FINANCIAL SERVICES INC			Status Issued		
10216 31409693		IX 102 11/11/23			616.25	0.00	616.25	
		*** Payment Total			616.25	0.00	616.25	
Payment Number 1180952	Payment Date 10/27/23	Vendor 10216	CANON SOLUTIONS AMERICA INC			Status Issued		
10216 6005744764		IX 102 10/31/23			392.98	0.00	392.98	
		*** Payment Total			392.98	0.00	392.98	
Payment Number 1180953	Payment Date 10/27/23	Vendor 10023	COM ED			Status Issued		
10023 3669066070 101223		IX 102 11/11/23			1,021.58	0.00	1,021.58	
10023 8613500000 091923		IX 102 10/19/23			239.94	0.00	239.94	
		*** Payment Total			1,261.52	0.00	1,261.52	
Payment Number 1180954	Payment Date 10/27/23	Vendor 32776	DICK BUSS & ASSOCIATES LLC			Status Issued		
32776 523		IX 102 08/06/23			20,000.00	0.00	20,000.00	
		*** Payment Total			20,000.00	0.00	20,000.00	
Payment Number 1180955	Payment Date 10/27/23	Vendor 10461	DUPAGE PUBLIC SAFETY			Status Issued		
10461 18779		IX 102 11/12/23			1,100.00	0.00	1,100.00	
		*** Payment Total			1,100.00	0.00	1,100.00	
Payment Number 1180956	Payment Date 10/27/23	Vendor 10102	G.W. BERKHEIMER CO., INC.			Status Issued		
10102 7474142		IX 102 10/22/23			138.37	0.00	138.37	
		*** Payment Total			138.37	0.00	138.37	
Payment Number 1180957	Payment Date 10/27/23	Vendor 10809	INSIGHT PUBLIC SECTOR INC			Status Issued		
10809 1101091339		IX 102 10/11/23			17,776.44	0.00	17,776.44	
		*** Payment Total			17,776.44	0.00	17,776.44	

# Bank Account Payment History

AP255 Date 10/27/23 Pay Group 4000 ETSB PAY GROUP USD Page 3  
Time 13:10 Bank Account Payment History

Cash Code 1414 Bank 071923909 Payment Date Range 10/27/23 thru 10/27/23  
Payment Code CHK Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1180958	Payment Date 10/27/23	Vendor 25029	INTERGRAPH CORPORATION	Status Issued				
25029 P230000753		IX 102 10/19/23	1,703.00	0.00	1,703.00			
		*** Payment Total	1,703.00	0.00	1,703.00			
Payment Number 1180959	Payment Date 10/27/23	Vendor 11403	MIDWEST OFFICE INTERIORS INC	Status Issued				
11403 264702		IX 102 09/24/23	4,415.06	0.00	4,415.06			
		*** Payment Total	4,415.06	0.00	4,415.06			
Payment Number 1180960	Payment Date 10/27/23	Vendor 10115	MOTOROLA SOLUTIONS INC	Status Issued				
10115 8330259207		IX 102 11/18/23	7,830.00	0.00	7,830.00			
		*** Payment Total	7,830.00	0.00	7,830.00			
Payment Number 1180961	Payment Date 10/27/23	Vendor 10115	MOTOROLA SOLUTIONS - STARCOM21	Status Issued				
10115 7844620230901		IX 102 10/31/23	123,640.00	0.00	123,640.00			
		*** Payment Total	123,640.00	0.00	123,640.00			
Payment Number 1180962	Payment Date 10/27/23	Vendor 10115	MOTOROLA SOLUTIONS INC	Status Issued				
10115 1187109179		IX 102 11/09/23	78,213.34	0.00	78,213.34			
		*** Payment Total	78,213.34	0.00	78,213.34			
Payment Number 1180963	Payment Date 10/27/23	Vendor 39549	ODP BUSINESS SOLUTIONS, LLC	Status Issued				
39549 331309807001		IX 102 10/19/23	50.98	0.00	50.98			
		*** Payment Total	50.98	0.00	50.98			
Payment Number 1180964	Payment Date 10/27/23	Vendor 10643	SOUTH SIDE CONTROL SUPPLY CO	Status Issued				
10643 S100882172.001		IX 102 09/30/23	219.13	0.00	219.13			
		*** Payment Total	219.13	0.00	219.13			
Payment Number 1180965	Payment Date 10/27/23	Vendor 11201	UNITED STATES POSTAL SERVICE	Status Issued				
11201 34855593 083123 ETSB		IX 102 09/30/23	34.12	0.00	34.12			
		*** Payment Total	34.12	0.00	34.12			
Payment Number 1180966	Payment Date 10/27/23	Vendor 10597	VERIZON	Status Issued				
10597 9944923911		IX 102 10/20/23	432.12	0.00	432.12			
		*** Payment Total	432.12	0.00	432.12			
		*** Payment Code CHK Total	269,655.69	0.00	269,655.69			
		Payment Count	21					
		*** Cash Code 1414 Total	1,438,460.00	0.00	1,438,460.00			
		Payment Count	24					
		*** Pay Group 4000 USD Total	1,438,460.00	0.00	1,438,460.00			
		Payment Count	24					



## ETSB Change Order with Resolution

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

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**File #:** ETS-CO-0010-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.D.1.

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RESOLUTION APPROVING CHANGE ORDER #2 TO AT&T INC. PO 922020/5866-1 TO EXTEND THE CUSTOMER PREMISE EQUIPMENT (CPE) AVAYA MAINTENANCE FOR THE ACDC AND DU-COMM PSAPS FOR TWO (2) YEARS. THE MAINTENANCE PERIOD WILL RUN NOVEMBER 25, 2023 THROUGH NOVEMBER 24, 2025. (CHANGE ORDER AMOUNT: \$32,262.48, NEW CONTRACT AMOUNT: \$4,176,750.37)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of AT&T Inc. Change Order #2, PO 922020/5866-1, to extend the Customer Premise Equipment (CPE) Avaya maintenance for the ACDC and DU-COMM PSAPs for two (2) years. The maintenance period will run November 25, 2023 through November 24, 2025. The change order amount is \$32,262.48, for a new contract total of \$4,176,750.37.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Change Order #2 to PO 922020/5866-1, dated October 26, 2023, covering said, the extension of CPE Avaya maintenance, be, and is hereby approved by the DU PAGE ETSB to AT&T Inc., One AT&T Way, Bedminster, NJ 07921, for a change order amount of \$32,262.48, and new contract total of \$4,176,750.37.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

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# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Oct 26, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 922020/5866-1	<b>Original Purchase Order Date:</b> Jun 8, 2022	<b>Change Order #:</b> 2	<b>Department:</b> ETSB
<b>Vendor Name:</b> AT&T Inc.		<b>Vendor #:</b> 10008	<b>Dept Contact:</b> Eve Kraus
<b>Background and/or Reason for Change Order Request:</b>	Request for Change Order #2 to AT&T Inc. Purchase Order 922020/5866-1 to extend the maintenance on the Customer Premise Equipment (CPE) Avaya administrative phone system for the ACDC and DU-COMM PSAPs for two (2) years. The maintenance period will run November 25, 2023 through November 24, 2025. Total amount of change order is \$32,262.48, for a new contract amount of \$6,007,240.59.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

☐ (A) Were not reasonably foreseeable at the time the contract was signed.

☐ (B) The change is germane to the original contract as signed.

☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$4,038,285.38
B	Net \$ change for previous Change Orders	\$106,202.51
C	Current contract amount (A + B)	\$4,144,487.89
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$32,262.48
E	New contract amount (C + D)	\$4,176,750.37
F	Percent of current contract value this Change Order represents (D / C)	0.78%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	3.43%
DECISION MEMO NOT REQUIRED		

☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☐ Consent Only

☐ Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_

☐ Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_

☐ Price shows: \_\_\_\_\_ should be: \_\_\_\_\_

☐ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

### DECISION MEMO REQUIRED

☐ Increase (greater than 29 days) contract expiration from: \_\_\_\_\_ to: \_\_\_\_\_

☒ Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount ☒ Funding Source 4000-5820-53806

☐ OTHER - explain below:

ek	630-550-7743	Oct 26, 2023	LMZ	630-878-2509	Oct 26, 2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



**Purchase Requisition**  
**Procurement Services Division**

Date: Oct 26, 2023  
MinuteTraq (IQM2) ID #: \_\_\_\_\_  
Department Req #: 922020/5866-1  
RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:			
Vendor: AT&T Inc.		Vendor #: 10008		Dept: DuPage ETSB		Division:	
Attn: Jennifer Kuceba		Email:		Attn: 9-1-1 Coordinator		Email: etsb911@dupageco.org	
Address: 225 W. Randolph Street.				Address: 421 N. County Farm Road		Room:	
City: Chicago		State: IL Zip: 60606		City: Wheaton		State: IL Zip: 60187	
Phone:		Fax:		Phone: 630-550-7743		Fax:	
Send Payments To:				Ship To:			
Vendor: AT&T Inc.		Vendor #: 10008		Dept:		Division:	
Attn:		Email:		Attn:		Email:	
Address: PO Box 9009				Address: 421 N. County Farm Road		Room:	
City: Carol Stream		State: IL Zip: 60197-9009		City: Wheaton		State: IL Zip: 60187	
Phone:		Fax:		Phone:		Fax:	
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner	
PER 50 ILCS 505/1		Destination					
Use for PO25 only		Contract Administrator		Contract Start Date		Contract End Date	
		Eve Kraus		Nov 25, 2023		Nov 24, 2025	
						Use for PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		CPE Avaya Maintenance ACDC - Annual	24	4000	5820	53806		7,275.84	7,275.84
2	1	EA		CPE Avaya Maintenance DU-COMM - Annual	24	4000	5820	53806		8,855.40	8,855.40
3	1	EA		CPE Avaya Maintenance ACDC - Annual	25	4000	5820	53806		7,275.84	7,275.84
4	1	EA		CPE Avaya Maintenance DU-COMM - Annual	25	4000	5820	53806		8,855.40	8,855.40
Requisition Total										\$	32,262.48
Header Comments (these comments will appear on the PO20 and PO25 Purchase Order) :											
Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order) :											
User Department Internal Notes (these comments will NOT appear on the Purchase Order) :											
This is a service, nothing will be shipped.											



## Decision Memo

### Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 26, 2023

MinuteTraq (IQM2) ID #:

Department Requisition #: 922020/5866-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: AT&T, Inc.	Vendor #: 10008

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Request for Change Order #2 to AT&T Inc. Purchase Order 922020/5866-1 to extend the maintenance on the Customer Premise Equipment (CPE) Avaya administrative phone system for the ACDC and DU-COMM PSAPs for two (2) years. The maintenance period will run November 25, 2023 through November 24, 2025. Total amount of change order is \$32,262.48, for a new contract amount of \$6,007,240.59.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

Avaya re-configuration and programming for the administrative phones in the two PSAPs and ETSB is part of the Customer Premise Equipment (CPE) redesign to make the systems independent of each other. The Avaya maintenance on the CPE installed in the Addison Consolidated Dispatch Center (ACDC) and DU-COMM PSAPs in 2016 expires on the original PO 950900/2031-1 on November 24, 2023. This will keep the 24x7 maintenance coterminous with the new CPE contract PO 922020/5866-1 for two (2) years at the same rate it is today.

#### Strategic Impact

Quality of Life

Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

A continuation of maintenance on the current phone system is vital. Going without puts the system at risk for general maintenance and availability of tech support where maintenance contracts are the priority.

**Source Selection/Vetting Information** - Describe method used to select source.

The original contract was vetted via a RFP. This is an extension of previously contracted maintenance.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Change Order #2 to allow for the continuation of Avaya maintenance.
2. Deny Change Order #2 and any services provided after the current expiration date will be billed as time and materials at an inflated hourly rate.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

AT&T has extended the same annual costs as previously quoted for two (2) years for Avaya 24x7 maintenance. Sufficient funds have been budgeted in FY24-25 4000-5820-53806: Software Licenses to cover these costs.



## Voice/IP Maintenance Quote

### General Information:

Customer Name: DUPAGE - DU-COMM A - 16412598  
Site Address: 420 N County Farm Rd  
City: Wheaton State: IL Zip: 60187  
Equipment: Avaya IPO including IPOSS support  
Equipment Exclusions: \_\_\_\_\_

Date: October 25, 2023  
Valid Through: November 24, 2023  
Prepared By: Steve Craft

### AT&T Maintenance Services -

#### Essential PLUS 24x7

- Flat Service Rate
- Parts and Labor Coverage
- 24 Hr Emergency Service for Major Failures at No Additional Charge
- Same-day Response Objectives
  - 2 Hr Response for Emergencies (PBX)
  - 4 Hr Response for Emergencies (Keys)
  - 8 Business Hr Response for Routine Repair Service
- Remote Repair (PBX)
- Remote Performance Monitoring (PBX)
- Proactive Remote Diagnostics (PBX)
- Annual System Audits
- Discounted Labor Rates

**Year 1 Annual Contract Rate: \$ 8,855.40**

**Year 2 Annual Contract Rate: \$ 8,855.40**

#### Maintenance Payment Options Available: Monthly, Quarterly, Semi-Annual, Annual, Prepayment

This Proposal and Quotation, and any purchase made in response to this Proposal and Quotation, are subject to the terms and conditions set forth in the standard AT&T Equipment Solutions-Voice CPE Resale and Support Services Addendum or in the AT&T Business Service Guide-Voice CPE and Services document.

Maintenance excludes headsets, portable/wireless telephones, answering machines, UPS systems, power conditioners and power supplies (including batteries and chargers), consumables and any software which is at a revision level not supported by the software licensor.

### Notations:



## Voice/IP Maintenance Quote

### General Information:

Customer Name: DUPAGE - ADDISON B - 16412605  
Site Address: 1471 Jeffrey Dr  
City: Addison State: IL Zip: 60101  
Equipment: Avaya IPO including IPOSS support  
Equipment Exclusions: \_\_\_\_\_

Date: October 25, 2023  
Valid Through: November 24, 2023  
Prepared By: Steve Craft

### AT&T Maintenance Services -

#### Essential PLUS 24x7

- Flat Service Rate
- Parts and Labor Coverage
- 24 Hr Emergency Service for Major Failures at No Additional Charge
- Same-day Response Objectives
  - 2 Hr Response for Emergencies (PBX)
  - 4 Hr Response for Emergencies (Keys)
  - 8 Business Hr Response for Routine Repair Service
- Remote Repair (PBX)
- Remote Performance Monitoring (PBX)
- Proactive Remote Diagnostics (PBX)
- Annual System Audits
- Discounted Labor Rates

**Year 1 Annual Contract Rate: \$ 7,275.84**

**Year 2 Annual Contract Rate: \$ 7,275.84**

#### Maintenance Payment Options Available: Monthly, Quarterly, Semi-Annual, Annual, Prepayment

This Proposal and Quotation, and any purchase made in response to this Proposal and Quotation, are subject to the terms and conditions set forth in the standard AT&T Equipment Solutions-Voice CPE Resale and Support Services Addendum or in the AT&T Business Service Guide-Voice CPE and Services document.

Maintenance excludes headsets, portable/wireless telephones, answering machines, UPS systems, power conditioners and power supplies (including batteries and chargers), consumables and any software which is at a revision level not supported by the software licensor.

### Notations:



**AMENDMENT NO. 4 TO  
STATEMENT OF WORK SUB-RIDER D7  
BETWEEN  
SBC GLOBAL SERVICES, INC. DBA AT&T GLOBAL SERVICES ("AT&T")  
AND  
ETSB of DuPage County – DuComm A ("Customer")**

This Amendment No. 4 ("Amendment") to the Statement of Work Sub-Rider D7 to the Equipment Resale and Related Services Pricing Schedule ("SOW") is entered into between SBC Global Services, Inc., dba AT&T Global Services ("AT&T") and ETSB of DuPage County ("Customer").

WITNESSETH

**WHEREAS**, AT&T and Customer entered into an AT&T Equipment Solutions Maintenance Service Agreement effective on September 13, 2016 (Contract No. 16412598), (the "Agreement"); and

**WHEREAS**, AT&T and Customer now wish to amend the Agreement.

**NOW THEREFORE**, in consideration of these premises and the mutual promises set forth herein, the parties hereby agree as follows:

**1. TERM**

Twenty-Four month contract extension. Start date: 11/25/2023, End Date: 11/24/2025.

**2. EQUIPMENT**

Maintenance coverage on the Avaya IP Office equipment located at 420 N County Farm Rd, Wheaton, IL 60187.

**3. CHARGES**

The annual rate of \$8,855.40 for the maintenance support will remain the same.

These changes will be effective after the signed amendment is received and processed.

The above provisions are incorporated into the Agreement as if specifically set forth therein. Except as specifically provided herein, all other terms and conditions contained in the Agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have caused this Amendment to be executed by their authorized representatives.

**ETSB of DuPage County**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**SBC Global Services, Inc., dba AT&T Global Services**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CONFIDENTIAL INFORMATION**

*This Agreement is for use by authorized employees of the parties hereto only and is not for general distribution within or outside their companies.*

**AMENDMENT NO. 4 TO  
STATEMENT OF WORK SUB-RIDER D7  
BETWEEN  
SBC GLOBAL SERVICES, INC. DBA AT&T GLOBAL SERVICES ("AT&T")  
AND  
ETSB of DuPage County – Addison B ("Customer")**

This Amendment No. 4 ("Amendment") to the Statement of Work Sub-Rider D7 to the Equipment Resale and Related Services Pricing Schedule ("SOW") is entered into between SBC Global Services, Inc., dba AT&T Global Services ("AT&T") and ETSB of DuPage County ("Customer").

**WITNESSETH**

**WHEREAS**, AT&T and Customer entered into an AT&T Equipment Solutions Maintenance Service Agreement effective on September 13, 2016 (Contract No. 16412605), (the "Agreement"); and

**WHEREAS**, AT&T and Customer now wish to amend the Agreement.

**NOW THEREFORE**, in consideration of these premises and the mutual promises set forth herein, the parties hereby agree as follows:

**1. TERM**

Twenty-Four month contract extension. Start date: 11/25/2023, End Date: 11/24/2025.

**2. EQUIPMENT**

Maintenance support coverage on the Avaya IP Office equipment located at 1471 Jeffrey Dr, Addison, IL 60101.

**3. CHARGES**

The annual rate of \$7,275.84 for the maintenance support will remain the same.

These changes will be effective after the signed amendment is received and processed.

The above provisions are incorporated into the Agreement as if specifically set forth therein. Except as specifically provided herein, all other terms and conditions contained in the Agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have caused this Amendment to be executed by their authorized representatives.

**ETSB of DuPage County**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**SBC Global Services, Inc., dba AT&T Global Services**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CONFIDENTIAL INFORMATION**

*This Agreement is for use by authorized employees of the parties hereto only and is not for general distribution within or outside their companies.*



## ETSB Resolution

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

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**File #:** ETS-R-0061-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.D.2.

---

**RESOLUTION APPROVING CHANGE ORDER #1 TO MOTOROLA SOLUTIONS, INC. PO 920153/4951-1 TO RECONCILE THE FY23 USER RADIO COUNT WITHIN THE DMS RADIO MANAGER CONTRACT (NON-MONETARY CHANGE ORDER)**

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Change Order #1 to Purchase Order 920153/4951-1 to reconcile the FY23 user radio count operating in the DuPage Emergency Interoperable Radio System (DEDIRS) for payment and accounting of contractual obligations of the DMS Radio Manager contract. This is a non-monetary change to the contract.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Change Order #1 to Purchase Order 920153/4951-1 dated October 27, 2023, covering said, reconciliation of the radio user count for DMS Radio Manager, be, and is hereby approved by the DU PAGE ETSB.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Oct 27, 2023

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 920153/4951-1	<b>Original Purchase Order Date:</b> 11/9/2020	<b>Change Order #:</b> 1	<b>Department:</b> ETSB
<b>Vendor Name:</b> Motorola Solutions, Inc.		<b>Vendor #:</b> 10115	<b>Dept Contact:</b> Eve Kraus
<b>Background and/or Reason for Change Order Request:</b>	Recommendation for approval of Change Order #1 to Motorola Solutions, Inc. PO 920153/4951-1 to reconcile the user radio count operating in the DuPage Emergency Interoperable Radio System (DEDIRS) for FY23 for payment and accounting of contractual obligations of the DMS Radio Manager contract. This is a non-monetary change order to the contract.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

☐ (A) Were not reasonably foreseeable at the time the contract was signed.

☒ (B) The change is germane to the original contract as signed.

☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$448,860.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$448,860.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$0.00
E	New contract amount (C + D)	\$448,860.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	0.00%
DECISION MEMO NOT REQUIRED		

☐ Cancel entire order

☐ Close Contract

☐ Contract Extension (29 days)

☐ Consent Only

☐ Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_

☐ Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_

☐ Price shows: \_\_\_\_\_ should be: \_\_\_\_\_

☐ Decrease remaining encumbrance and close contract

☐ Increase encumbrance and close contract

☐ Decrease encumbrance

☐ Increase encumbrance

### DECISION MEMO REQUIRED

☐ Increase (greater than 29 days) contract expiration from: \_\_\_\_\_ to: \_\_\_\_\_

☐ Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount ☐ Funding Source \_\_\_\_\_

☒ OTHER - explain below:

Reconciliation of user radio counts for FY23.

ek	630-550-7743	Oct 27, 2023	LMZ	630-878-2509	Oct 27, 2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



## Decision Memo

### Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 27, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 920153/4951-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Motorola Solutions, Inc.	Vendor #: 10115

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Recommendation for approval of Change Order #1 to Motorola Solutions, Inc. PO 920153/4951-1 to reconcile the user radio count operating in the DuPage Emergency Interoperable Radio System (DEDIRS) for the annual payment and accounting of contractual obligations of the DMS Radio Manager contract for FY23. This change order will allow Motorola to invoice for the proper number of radios per month for FY23. This is a non-monetary change order to the contract.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

Radio Manager is used to manage the APX numbered series radios that exist in the DEDIR System. This web-based platform allows for tracking of subscriptions, service contracts and tech support status tickets. The APX7000 series radios were end of life/end of support as of June 30, 2023, meaning the radios could no longer be sent into the depot for repair as part of this contract. Starting July 1, 2023, the APX7000 series radios were subtracted from the contract. The APX8000XE, the new APX4000, APX6000 and APX8500 radios will remain in this contract resulting in an adjusted count of 1,701 for July 1 through November 30, 2025. The number of radios will be adjusted as additional radios from the new contract are added.

#### Strategic Impact

Financial Planning

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

This is a true up for the contract to eliminate radios no longer in service. APXNext radio service is covered under a different program called Command Central in a separate contract. The adjusted count for July 1 through November 30, 2023 will result in a decrease in the contract of \$13,581.60 for FY23. The contract dollar amount will not be decreased and closed until contract expires in 2025.

**Source Selection/Vetting Information** - Describe method used to select source.

This is a change in the count of radios to an existing contract, no vetting is necessary.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Change Order #1 to allow for payment and accounting of contractual obligations.
2. Deny Change Order #1 and the invoice

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

Sufficient funds were budgeted for FY23 in 4000-5820-53830: Other Contractual Services in the amount of \$82,272.00.

**Change Order Number:** 1  
**Date:** 10/26/2023  
**Project Name and Number:** DuPage County APX NEXT  
**Customer Name:** DuPage County ETSB  
**Customer Project Mgr:** \_\_\_\_\_

**The purpose of this Change Order is to:** *(highlight the key reasons for this Change Order)*

The purpose of this change order to amend Year 3 of the ADVANCED RMS maintenance pricing as the APX7000 came off of support at the end of June of this Year.

**Contract Project Identifier (Name or Number):**

DuPage County ETSB  
DMS-Radio Management

**Contract Date:** November 4<sup>th</sup>, 2020

In accordance with the terms and conditions of the contract identified above between [DuPage ETSB] and Motorola Solutions, Inc., the following changes are approved:

## Contract Price\* Adjustments

Original Contract Price:	\$ 448,860
Previous Change Order amounts for Change Order numbers	\$ N/A
This Change Order:	\$ (13,581.60)
Contract Credit (If Applicable):	\$ 0
New Contract Price:	\$ 435,278.40

\*"Contract Price" does not include taxes.

## Completion Date Adjustments

Original Completion Date:	No Change
---------------------------	-----------

Current Completion Date prior to this Change Order:	No Change
New Completion Date:	No Change

<b>Equipment Changes:</b> <i>(additions, deletions or modifications)</i> <b>Include attachments if needed.</b>
No Equipment Change

<b>Scope of Work Changes:</b> <i>(additions, deletions or modifications)</i> <b>Include attachments if needed.</b>
Original scope of 3,428 Subscribers will remain on the contract for 6 months (1/1/23 to 6/30/23). 2,208 APX7000's were removed leaving 1220 Subscribers with 384 new Portables and 97 new Mobiles being added for a final subscriber count of 1,701 for the term of 7/1/23 to 12/31/23.

<b>SUA/Support Service Changes:</b> <i>(additions, deletions or modifications)</i> <b>Include attachments if needed. Must be completed by Project CSM.</b>
N/A

<b>Schedule Changes:</b> <i>(describe change or N/A)</i>
N/A

<b>Contract Price Changes:</b> <i>(describe change or N/A)</i>
Original Year 3 Contract amount of \$82,272 will be reduced to \$68,690 for the entire year of 2023. A reduction of \$13,581.60

<b>Customer Responsibilities:</b> <i>(describe change or N/A)</i>
None

<b>Payment Schedule for this Change Order:</b> <i>(describe new payment terms applicable to <u>this</u> change order)</i>
No Change

**Purchase Order Requirements for this Change Order (select only one).**

- ☐ A Purchase Order is required - included with this change order and is attached.
- ☐ No Purchase Order is required - Customer affirms that this change order document is the only notice to proceed required, that funding has been encumbered for this change order in its entirety, and that no further purchase orders will be issued against this change order,



## CHANGE ORDER

☐ No Purchase Order required - this is a \$0 Change Order, or a decrease in scope.

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Unless amended above, all other terms and conditions of the Contract shall remain in full force. If there are any inconsistencies between the provisions of this Change Order and the provisions of the Contract, the provisions of this Change Order will prevail.

IN WITNESS WHEREOF the parties have executed this Change Order as of the last date signed below.

**Motorola Solutions, Inc.**

**Customer**

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: Andrew Baum  
Title: Customer Support Manager  
Date: 10/30/2023





## ETSB PAC Resolution

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

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**File #:** ETS-R-0057-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.D.3.

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RESOLUTION APPROVING CHANGE ORDER #3 TO MOTOROLA SOLUTIONS, INC. PO 921054/5522-1 FOR GROUP MESSAGING SERVICES ON THE APX NUMBERED SERIES RADIOS (CHANGE ORDER AMOUNT \$150,905.60; NEW CONTRACT TOTAL \$37,354,782.23)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Change Order #3 to Purchase Order 921054/5522-1 for Group Messaging services to update alias lists in the APX numbered series portable and mobile radios. The total amount of the change order is not to exceed \$150,905.60, and new contract amount of \$37,354,782.23.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Change Order #3 to Purchase Order 921054/5522-1 dated October 26, 2023, covering said, Group Messaging Services, be, and is hereby approved by the DU PAGE ETSB to Motorola Solutions, Inc., 500 W. Monroe Street, 44th Floor, Chicago, IL 60661, for a contract total amount not to exceed \$150,905.60 and new contract amount of \$37,354,782.23.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Oct 26, 2023

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 921054/5522-1	<b>Original Purchase Order Date:</b> Nov 10, 2021	<b>Change Order #:</b> 3	<b>Department:</b> ETSB
<b>Vendor Name:</b> Motorola Solutions, Inc.		<b>Vendor #:</b> 10115	<b>Dept Contact:</b> Eve Kraus
<b>Background and/or Reason for Change Order Request:</b>	Recommendation for approval of Change Order #3 to Motorola Solutions, Inc. PO 921054/5522-1 for Group Services to update alias lists in the APX numbered series portable and mobile radios. This is a not to exceed amount of \$150,905.60, for a new contract total of \$37,354,782.23.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

☒ (A) Were not reasonably foreseeable at the time the contract was signed.

☒ (B) The change is germane to the original contract as signed.

☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$34,725,857.91
B	Net \$ change for previous Change Orders	\$2,478,018.72
C	Current contract amount (A + B)	\$37,203,876.63
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$150,905.60
E	New contract amount (C + D)	\$37,354,782.23
F	Percent of current contract value this Change Order represents (D / C)	0.41%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	7.57%

### DECISION MEMO NOT REQUIRED

- ☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☐ Consent Only
- ☐ Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_
- ☐ Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_
- ☐ Price shows: \_\_\_\_\_ should be: \_\_\_\_\_
- ☐ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

### DECISION MEMO REQUIRED

- ☐ Increase (greater than 29 days) contract expiration from: \_\_\_\_\_ to: \_\_\_\_\_
- ☒ Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount ☒ Funding Source 4000-5820-53806
- ☐ OTHER - explain below:

ek	630-550-7743	Oct 26, 2023	LMZ	630-878-2509	Oct 26, 2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer		Date	Procurement Officer		Date
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date



# Purchase Requisition

## Procurement Services Division

Date: Oct 26, 2023  
MinuteTraq (IQM2) ID #:  
Department Req #: 921054/5522-1  
RFP, Bid or Quote #:

Send Purchase Order To:				Send Invoices To:			
Vendor: Motorola Solutions, Inc.		Vendor #: 10115		Dept: DuPage ETSB		Division:	
Attn: Chris Chisnell		Email: chris.chisnell@motorolasolutions.com		Attn: 9-1-1 Coordinator		Email: etsb911@dupageco.org	
Address: 2000 Progress Parkway				Address: 421 N. County Farm Road		Room:	
City: Schaumburg		State: IL Zip: 60196		City: Wheaton		State: IL Zip: 60187	
Phone: 847-489-9379		Fax:		Phone: 630-550-7743		Fax:	
Send Payments To:				Ship To:			
Vendor: Motorola Solutions, Inc.		Vendor #: 10115		Dept: DuPage ETSB		Division:	
Attn:		Email:		Attn:		Email:	
Address: 13108 Collections Center Drive				Address: 421 N. County Farm Road		Room:	
City: Chicago		State: IL Zip: 60693		City: Wheaton		State: IL Zip: 6018	
Phone:		Fax:		Phone:		Fax:	
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner	
PER 50 ILCS 505/1		Destination					
Use for PO25 only		Contract Administrator		Contract Start Date		Contract End Date	
		Eve Kraus		Nov 10, 2021		Dec 31, 2028	
						Use for PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	661	EA		Group Services APX8500 Flashport	23 24	4000	5820	53806		138.70	91,680.70
2	2	EA		Group Services APX6000 Flashport	23 24	4000	5820	53806		138.70	277.40
3	5	EA		Group Services APX6500 Flashport	23 24	4000	5820	53806		138.70	693.50
4	23	EA		Group Services APX8000 Flashport	23 24	4000	5820	53806		138.70	3,190.10
5	149	EA		Group Services APX4000 Flashport	23 24	4000	5820	53806		138.70	20,666.30
6	248	EA		Group Services APX4000 Flashport - DuPage Sheriff's Office	23 24	4000	5820	53806		138.70	34,397.60

**Requisition Total** \$ 150,905.60

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order) :

Per Quotes 2378059 Flashkits (ETSB) and 2394597 Flashkits (DSO).

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order) :

Please return PO to ETSB to send to the vendor.

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order) :



## Decision Memo

### Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 26, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 921054/5522-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Motorola Solutions, Inc.	Vendor #: 10115

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Recommendation for approval of Change Order #3 to Motorola Solutions, Inc. PO 921054/5522-1 for Group Messaging services to update alias lists in the APX numbered series portable and mobile radios. This is a not to exceed amount of \$150,905.60, for a new contract total of \$37,354,782.23.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

Group Messaging Services is an enhancement for APX4000, APX6000 and mobile radios in the radio fleet for updating Alias identifiers. This cost will be expanded service to 704 of the 3,764 radios. The other radios do not need this service and can be programmed remotely.

#### Strategic Impact

Quality of Life

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

Group Services delivers data to a whole talkgroup. This is a quick and efficient way to disseminate data to many radios at once. This feature can be added to more easily manage aliases in mobiles and numbered series portable radio models (ie APX4000) by eliminating the need to perform a wifi update or touching the radios. This feature offers Trunking Alias updates, Trunking Group Messaging and Over the Air Firmware updates.

**Source Selection/Vetting Information** - Describe method used to select source.

This purchase order is made through the IL State Master Contract 24302 - STARCOM21, IL DIT7016660. The ETSB Fire Focus Group has recommended the addition of Group Services to the radios to reduce the steps needed to update the aliases.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve the purchase order to allow for Group Services.
2. Deny the purchase order and the portable and mobiles numbered series radios will need to be physically touched or connected to WIFI to update alias lists.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This is not a budgeted expense, however, sufficient funds exist in 4000-5820-53828: Contingencies to cover the expense. A budget transfer will be utilized to account 4000-5820-53806: Software Licenses to allow for payment of invoices. If approved, the Sheriff's Office portion of this purchase order, in the amount of \$34,397.60, would be reimbursed to ETSB making it cost neutral.

Billing Address:  
DUPAGE COUNTY ETSB  
421 N COUNTY FARM RD  
WHEATON, IL 60187  
US

Quote Date:10/13/2023  
Expiration Date:01/11/2024  
Quote Created By:  
Chris Chisnell  
Chris.Chisnell@  
motorolasolutions.com

End Customer:  
DUPAGE COUNTY ETSB  
Linda Zerwin  
Linda.Zerwin@dupageco.org  
630-878-2509

Contract: 24302 - STARCOM21, IL  
DIT7016660

Payment Terms: IL Government Prompt Payment Act 50 ILCS 505

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	FLASHport Series	APX8500FLASHPORT				
1	T8426A	TDMA	1	\$0.00	\$0.00	\$0.00
1a	GA09008AB	ADD: GROUP SERVICES FLP	195	\$190.00	\$138.70	\$27,046.50
1b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8500FLASHPORT				
2	T8426A	TDMA	1	\$0.00	\$0.00	\$0.00
2a	GA09008AB	ADD: GROUP SERVICES FLP	89	\$190.00	\$138.70	\$12,344.30
2b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8500FLASHPORT				
3	T8426A	TDMA	1	\$0.00	\$0.00	\$0.00
3a	GA09008AB	ADD: GROUP SERVICES FLP	151	\$190.00	\$138.70	\$20,943.70
3b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8500FLASHPORT				
4	T8426A	TDMA	1	\$0.00	\$0.00	\$0.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
4a	GA09008AB	ADD: GROUP SERVICES FLP	109	\$190.00	\$138.70	\$15,118.30
4b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8500FLASHPORT				
5	T8426A	TDMA*	1	\$0.00	\$0.00	\$0.00
5a	GA09008AB	ADD: GROUP SERVICES FLP	31	\$190.00	\$138.70	\$4,299.70
5b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8500FLASHPORT				
6	T8426A	TDMA*	1	\$0.00	\$0.00	\$0.00
6a	GA09008AB	ADD: GROUP SERVICES FLP	22	\$190.00	\$138.70	\$3,051.40
6b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8500FLASHPORT				
7	T8426A	TDMA*	1	\$0.00	\$0.00	\$0.00
7a	GA09008AB	ADD: GROUP SERVICES FLP	27	\$190.00	\$138.70	\$3,744.90
7b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8500FLASHPORT				
8	T8426A	TDMA*	1	\$0.00	\$0.00	\$0.00
8a	GA09008AB	ADD: GROUP SERVICES FLP	37	\$190.00	\$138.70	\$5,131.90
8b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX6000FLASHPORT				
9	T7665A	TDMA*	1	\$0.00	\$0.00	\$0.00
9a	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
9b	QA09008AB	ADD: GROUP SERVICES FLP	2	\$190.00	\$138.70	\$277.40
	FLASHport Series	APX6500FLASHPORT				
10	T7698A	TDMA*	1	\$0.00	\$0.00	\$0.00
10a	GA09008AB	ADD: GROUP SERVICES FLP	5	\$190.00	\$138.70	\$693.50



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
10b	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
	FLASHport Series	APX8000FLASHPORT				
11	T8627A	TDMA*	1	\$0.00	\$0.00	\$0.00
11a	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
11b	QA09008AB	ADD: GROUP SERVICES FLP	23	\$190.00	\$138.70	\$3,190.10
	FLASHport Series	APX4000FLASHPORT				
12	T7908A	9600 AND 3600 DIGITAL TRUNKING WITH INTEROP*	1	\$0.00	\$0.00	\$0.00
12a	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
12b	QA09008AB	ADD: GROUP SERVICES FLP	149	\$190.00	\$138.70	\$20,666.30
<b>Grand Total</b>				<b>\$116,508.00(USD)</b>		

## Notes:

- Additional information is required for one or more items on the quote for an order.



Billing Address:  
DUPAGE COUNTY SHERIFF  
DEPT  
501 N COUNTY FARM RD  
WHEATON, IL 60187  
US

Quote Date:10/26/2023  
Expiration Date:12/25/2023  
Quote Created By:  
Chris Chisnell  
Sr. Account Mgr  
chris.chisnell@  
motorolasolutions.com  
8474899379

End Customer:  
DUPAGE COUNTY SHERIFF DEPT  
Dan Bilodeau  
Dan.Bilodeau@DuPageSheriff.org  
630-234-9068

Contract: 24302 - STARCOM21, IL  
DIT7016660

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	FLASHport Series	APX4000FLASHPORT				
1	T7908A	9600 AND 3600 DIGITAL TRUNKING WITH INTEROP*	1	\$0.00	\$0.00	\$0.00
1a	UA00083AA	ADD: SOFTWARE LICENSE ONLINE DELIVERY	1	\$0.00	\$0.00	\$0.00
1b	QA09008AB	ADD: GROUP SERVICES FLP	248	\$190.00	\$138.70	\$34,397.60
Grand Total				\$34,397.60(USD)		

## Notes:

- Additional information is required for one or more items on the quote for an order.







## ETSB Resolution

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

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**File #:** ETS-R-0062-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.1.

---

AWARDING RESOLUTION TO MONDAY.COM PO 923025 FOR A ONE (1) YEAR SUBSCRIPTION OF A PROJECT MANAGEMENT TOOL FOR THIRTY (30) USERS (TOTAL AMOUNT: \$11,246.40)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 923025 to Monday.com for a one (1) year subscription of a project management tool for thirty (30) users. The subscription period will run from December 2, 2023 through December 1, 2024. The purchase amount is \$11,246.40.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 923025, dated October 16, 2023, covering said, project management annual Enterprise subscription, be, and is hereby approved by the DU PAGE ETSB to Monday.com, Menachem Begin 52, Tel Aviv 6713701 Israel, for a total amount of \$11,246.40.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> Monday.com	<b>Vendor #:</b> 35961	<b>Contract Term:</b> 12/1/23-12/124	<b>Contract Total:</b> \$11,246.40
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETSB
<b>Description of Procurement/ Scope of Work/ Background</b>	Request for approval of Purchase Order 923025 to Monday.com for a one (1) year subscription renewal of a project management tool for thirty (30) users at a 29% NGO discount. The subscription period will run from December 2, 2023 through December 1, 2024. Total amount of request: \$11,246.40.		
<b>Reason for Procurement</b>	Monday.com is a web and mobile app platform for work management including tracking projects, deadlines, and team collaboration.		
<b>FUNDING SOURCE</b>			

- ☒ Procurement budgeted for (FY and budget code(s)): FY24 4000-5820-53807
- ☐ Budget Transfer (Date) \_\_\_\_\_ Add'l Information \_\_\_\_\_

### DECISION MEMO NOT REQUIRED

- ☐ LOWEST RESPONSIBLE QUOTE # or BID # \_\_\_\_\_ (QUOTE < \$25,000; BID ≥ \$25,000; attach Tabulation)
- ☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement
- ☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- ☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility
- ☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

- ☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- ☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)
- ☐ RENEWAL OF RFP # \_\_\_\_\_
- ☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- ☒ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- ☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- ☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Oct 16, 2023	LMZ	Oct 16, 2023	N/A
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required

### REVIEWED BY (Initials Only)

Buyer	Date	Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date



**Purchase Requisition**  
**Procurement Services Division**

Date: Oct 16, 2023  
MinuteTraq (IQM2) ID #: \_\_\_\_\_  
Department Req #: 923025  
RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:			
Vendor: Monday.com		Vendor #: 35961		Dept: DuPage ETSB		Division:	
Attn: Rob Toe		Email: robto@monday.com		Attn: 9-1-1 Coordinator		Email: etsb911@dupageco.org	
Address: Menachem Begin 52				Address: 421 N. County Farm Road		Room:	
City: Tel Aviv		State: IL		City: Wheaton		State: IL	
		Zip: 6713701, Israel				Zip: 60187	
Phone:		Fax:		Phone: 630-550-7743		Fax:	
Send Payments To:				Ship To:			
Vendor: Monday.com		Vendor #: 35961		Dept: N/A		Division:	
Attn:		Email:		Attn:		Email:	
Address: Menachem Begin 52				Address:		Room:	
City: Tel Aviv		State: IL		City:		State: IL	
		Zip: 6713701, Israel				Zip:	
Phone: 077-3180262		Fax:		Phone:		Fax:	
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner	
PER 50 ILCS 505/1		Destination					
Use for		Contract Administrator		Contract Start Date		Contract End Date	
PO25 only		Eve Kraus		Dec 2, 2023		Dec 1, 2024	
						Use for	
						PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		Enterprise Seats - 30 users	24	4000	5820	53807		11,246.40	11,246.40

<b>Requisition Total</b> \$ 11,246.40										
<b>Header Comments</b> (these comments will appear on the PO20 and PO25 Purchase Order) :										
Annual subscription for 30 users, at a cost of \$44.00 per user per month per Quote MO-203559. There is an additional 29% discount for NGO.										
<b>Special Instructions/Comments to Buyer or Approver</b> (these comments will <u>NOT</u> appear on the Purchase Order) :										
Please return PO to ETSB to send to the vendor.										
<b>User Department Internal Notes</b> (these comments will <u>NOT</u> appear on the Purchase Order) :										
Electronic distribution - no media										



## Decision Memo

### Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 923025

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Monday.com	Vendor #: 35961

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Request for approval of Purchase Order 923025 to Monday.com for a one (1) year subscription renewal of a project management tool for thirty (30) users at a 29% NGO discount. The subscription period will run from December 2, 2023 through December 1, 2024. Total amount of request: \$11,246.40.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

The Monday.com Enterprise plan allows for efficient collaboration and sharing of information within projects while ensuring information remains protected by performing annual security audits and assessments, including penetration testing.

#### Strategic Impact

Customer Service

Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

Monday.com is a web and mobile app platform for work management including tracking projects and workflow, assignment of tasks and deadlines, and team collaboration. The platform's capabilities include unlimited boards, dashboards, items and file storage for project management. This procurement includes a Customer Success Manager, dedicated support, and VIP 24/7 ticket support. Further, Monday.com has instituted a Nonprofit Organizations (NGO) discount at 29%.

**Source Selection/Vetting Information** - Describe method used to select source.

Several vendors were considered before the original purchase in 2020. This is a continuation of services already configured and being utilized daily to assign and track projects, which includes ETSB, PSAP staff, and vendors, in process.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Purchase Order 923025 to allow for the continuation of the project management tool.
2. Deny Purchase Order 923025 and not allow the procurement. Projects would have to be moved to a different platform.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This is a budgeted expense for FY24 4000-5820-53807: Software Maintenance.

**monday.com Ltd**

6 Yitzhak Sadeh St., Tel-Aviv, Israel  
6777506, Israel  
Tel.: 077-3180262  
Fax: 077-3180262  
Company Number: 514744887

**To:** Eve Kraus

**Company Legal Name:** Dupage County ETSB

**Tax ID:** 000

**Billing Address:**

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

**Sales Rep:** Anna Fiolek  
MO-203559

**Sold-To Name:** Dupage County ETSB

**Sold-To Address:**

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

**Order Date:** Dec 2, 2023

**Valid Date:** Dec 1, 2023

### Pricing Summary

Description	List Price	Quantity	Duration	Plan Period	Start Date	End Date	Discount %	Net Price
<a href="#">monday.com</a> Work OS - Enterprise Plan	\$44.00	30	12	Yearly	Dec 2, 2023	Dec 1, 2024	29%	\$11,246.40
<b>Customer Success Manager Plan: Bronze</b> Digital Responsive Support Office Hours / Monthly Emails	\$0.00	-	12		-	-	0%	0
Total List Price								\$15,840.00
Discount								29%
Total Net Price								\$11,246.40

**Activation Period:** Dec 2, 2023 - Dec 1, 2024

**Payment Terms:** Net 30

If this Sales Order is not returned signed by Customer by Dec 1, 2023, this offer expires.

This SO does not reflect any applicable taxes that may arise as a result of this SO. If monday.com is registered to collect and remit such applicable taxes (e.g. sales tax, VAT, etc.) monday.com will set forth such taxes in the applicable invoice related to this SO. Customer hereby acknowledges and agrees that the shipping and billing information set forth in this SO may be relied upon by monday.com for purposes of calculating such taxes.

**Purchase Order Form – monday.com services**

This Sales Order form (the "Order") for monday.com services as described above (the "Services") is issued under and shall be governed by monday.com's Terms of Service available at: <https://monday.com/terms/tos> (the "Terms") and any addendum thereto entered into by the parties in writing ("Addendum"); however, if a SaaS agreement was signed by monday.com Ltd. and the customer identified above (the "Customer") in respect of the Services (the "Agreement") then the engagement hereunder shall be governed by the Agreement. This Order, Terms, Addendum and Agreement (as the case may be) and any exhibits or appendices referred therein, constitute the entire agreement by and between monday.com and Customer in respect of the provision of the Services. Any other arrangements, either oral or in writing, in respect of the Services shall have no force or effect.

Name:

Title:

Date:

Signature: 

- If you are exempt from paying sales tax please attach a tax exemption certificate in order for us to process the correct invoice
- If you require a purchase order number to be quoted on the invoice, please attach a copy of the Purchase Order.
- Please confirm the finance contact, preferably an accounts payable e-mail address, where invoices should be sent



## ETSB Resolution

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

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**File #:** ETS-R-0063-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.2.

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AWARDING RESOLUTION TO ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. (ESRI)  
PO 923026 FOR A ONE (1) YEAR MAINTENANCE RENEWAL OF ARCGIS DESKTOP ADVANCED  
SOFTWARE (TOTAL AMOUNT: \$17,490.00)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 923026 to Environmental Systems Research Institute, Inc. for a one (1) year maintenance renewal of ArcGIS Desktop Advanced software. The renewal period will run from January 1, 2024 through December 31, 2024. Total purchase order amount of \$17,490.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 923026, dated October 16, 2023, covering said maintenance renewal for ArcGIS Desktop Advanced software, be, and is hereby approved by the DU PAGE ETSB to Environmental Systems Research Institute, Inc., 380 New York Street, Redlands, CA 92373, for a total amount of \$17,490.00.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> Environmental Systems Research Institute, Inc.	<b>Vendor #:</b> 10337	<b>Contract Term:</b> 1/1/24-12/31/24	<b>Contract Total:</b> \$17,490.00
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETSB
<b>Description of Procurement/ Scope of Work/ Background</b>	Request for approval of Purchase Order 923026 to Environmental Systems Research Institute, Inc. (Esri) for a one (1) year renewal of ArcGIS Desktop, Network, Enterprise, and Server product maintenance. ArcGIS software is used to edit and maintain Geographic Information Systems (GIS) data in 9-1-1 systems. Total amount of renewal: \$17,490.00.		
<b>Reason for Procurement</b>	Renewing Esri licensing ensures uninterrupted support of the GIS software tools necessary for CAD and CPE maintenance.		

### FUNDING SOURCE

- ☒ Procurement budgeted for (FY and budget code(s)): FY24 4000-5820-53806
- ☒ Budget Transfer (Date) Dec 13, 2023 Add'l Information 4000-5820-53828 to 4000-5820-53806 in the amount of \$795.00

### DECISION MEMO NOT REQUIRED

- ☐ LOWEST RESPONSIBLE QUOTE # or BID # \_\_\_\_\_ (QUOTE < \$25,000, BID ≥ \$25,000; attach Tabulation)
- ☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement
- ☒ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- ☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility
- ☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

- ☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- ☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)
- ☐ RENEWAL OF RFP # \_\_\_\_\_
- ☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- ☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- ☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- ☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Oct 16, 2023	LMZ	Oct 16, 2023	N/A
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required

### REVIEWED BY (Initials Only)

Buyer	Date	<i>AKA</i> Procurement Officer	10/18/23 Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date





**Purchase Requisition**  
**Procurement Services Division**

Date: Oct 16, 2023  
MinuteTraq (IQM2) ID #: \_\_\_\_\_  
Department Req #: 923026  
RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:			
Vendor: Environmental Systems Research Institute, Inc.		Vendor #: 10337		Dept: DuPage ETSB		Division:	
Attn: Heather Carmody		Email:		Attn: 9-1-1 Coordinator		Email: etsb911@dupageco.org	
Address: 380 New York Street				Address: 421 N. County Farm Road		Room:	
City: Redlands		State: CA Zip: 92373-8100		City: Wheaton		State: IL Zip: 60187	
Phone:		Fax:		Phone: 630-550-7743		Fax:	
Send Payments To:				Ship To:			
Vendor: Environmental Systems Research Institute, Inc.		Vendor #: 10337		Dept: N/A		Division:	
Attn:		Email:		Attn:		Email:	
Address: PO Box 741076				Address:		Room:	
City: Los Angeles		State: CA Zip: 90074-1076		City:		State: IL Zip:	
Phone:		Fax:		Phone:		Fax:	
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner	
PER 50 ILCS 505/1		Destination					
Use for PO25 only		Contract Administrator		Contract Start Date		Contract End Date	
		Eve Kraus		Jan 1, 2024		Dec 31, 2024	
						Use for PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA	52384	ArcGIS Desktop Advanced Concurrent Use Primary Maintenance	23	4000	5820	53806		3,300.00	3,300.00
2	2	EA	52385	ArcGIS Desktop Advanced Concurrent Use Secondary Maintenance	23	4000	5820	53806		1,320.00	2,640.00
3	1	EA	100571	ArcGIS Network Analyst for Desktop Concurrent Use Primary Maintenance	23	4000	5820	53806		550.00	550.00
4	1	EA	161328	ArcGIS Enterprise Standard Up to Four Cores Maintenance	23	4000	5820	53806		5,500.00	5,500.00
5	4	EA	161389	ArcGIS GIS Server Standard Additional Cores Maintenance	23	4000	5820	53806		1,375.00	5,500.00

**Requisition Total** \$ 17,490.00

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order) :

Per quote 26172430.

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order) :

Please send PO to ETSB to send to vendor.

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order) :

Electronic Distribution - nothing will be shipped.



# JUSTIFICATION FOR SOLE SOURCE

(PLEASE COMPLETE AND ATTACH TO PURCHASE REQUISITION)

REQUISITION #	923026	DEPARTMENT	ETSB
MANUFACTURER	Esri	PRODUCT #	ArcGIS for Desktop Advanced

## DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:

This is a request for a one (1) year renewal of software maintenance licenses, which are used to edit and manage geographical data and includes advanced analysis and cartography tools. ArcGIS software is also used to create, manage, and distribute GIS services.

## THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

- ☐ sole provider of a licensed or patented good or service
- ☐ sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
- ☐ sole provider of factory-authorized warranty service
- ☐ sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts) (Please attach letter from the manufacturer)
- ☐ the manufacturer (please detail below or attach information regarding why only this manufacturers product can be used)
- ☒ the software manufacturer (and sole maintenance/update provider)
- ☐ other – (please detail below or in an attachment)

Vendor's sole source letter is attached.

REQUESTED SOURCE	Esri	CONTACT	Shannon Robertson
PHONE	888-377-4575	WEBSITE	esri.com

## WHAT NECESSARY AND UNIQUE FEATURES DOES THIS VENDOR'S PRODUCT OR SERVICE PROVIDE WHICH ARE NOT AVAILABLE FROM OTHER VENDORS? (Please be specific)

Esri is the owner and manufacturer of the ArcGIS software and is the sole-source provider of the maintenance (technical support plus Esri software updates/upgrades).

## HAS THE MARKET BEEN TESTED LATELY (LAST 12 MONTHS) ON THE APPLICABILITY OF SOLE SOURCE? (If not, why not?)

Esri is the sole source provider (owner and manufacturer) of software maintenance for Esri products in the United States. The market has been testing for GIS tools; however, the available products do not integrate with Hexagon CAD, NG911, and other systems used within the DuPage 9-1-1 System.

## WHAT STEPS WERE TAKEN TO VERIFY THAT THESE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS/MANUFACTURERS EXAMINED? (Please list other products or services examined – include names & phone numbers of people contacted)

As the sole source letter indicates, these services are specific to and provided by Esri.

DEPARTMENT APPROVAL \_\_\_\_\_ DATE 10/16/2023

PURCHASING REVIEW \_\_\_\_\_ DATE 10/18/23

**SOLE SOURCE LETTER - NONFEDERAL**  
**Environmental Systems Research Institute, Inc. (Esri)**  
**380 New York Street**  
**Redlands, CA 92373**



**DATE:** January 17, 2023

**TO:** Whom It May Concern

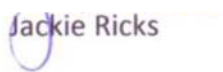
**FROM:** Jackie Ricks, Esri Contracts Specialist I/Contracts & Legal Department

**RE:** Esri Sole Source Justification for Geographic Information System Software

This letter confirms that Esri is the sole-source provider of Esri products and related maintenance services in the U.S. commercial, state, and local government marketplace, subject to the disclosures set forth below.

Esri has authorized certain resellers to resell sole source products, including Esri enterprise agreements, to state agencies of the State of California only under the California Software License Program (SLP). Esri distributes Esri software licenses and maintenance in combination with non-Esri hardware, software or services through open-market value-added resellers, system integrators and OEMs. Esri also distributes Esri software licenses, subscriptions, and subscription renewals separately or in combination with non-Esri software or services through resellers to customers that provide architectural, engineering, and construction services. On request, Esri will provide open-market quotes for Esri products and maintenance to pass-through customer-designated resellers.

If you have further questions, please contact me at [jricks@esri.com](mailto:jricks@esri.com).

 Jackie Ricks



Esri Inc  
380 New York St  
Redlands CA 92373-8118

## **Subject: Renewal Quotation**

**Date:** 10/02/2023  
**To:** Brian Kopas  
**Organization:** Dupage County ETSB 911  
**Fax #:** **Phone #:** 630-234-8823

**From:** Heather Carmody  
**Fax #:** 909-793-4801 **Phone #:** + 19093692314 Ext. 2314  
**Email:** HCARMODY@ESRI.COM

Number of pages transmitted  
(including this cover sheet): 5

Quotation #26172430  
Document Date: 10/02/2023

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level  
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit  
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.



**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373-8118  
Phone: + 190936923142314  
Fax #: 909-793-4801

## Quotation

**Date:** 10/02/2023

**Quotation Number:** 26172430

**Contract Number:** 00235721.10

Dupage County ETSB 911  
421 N County Farm Rd  
Wheaton IL 60187-3978  
**Attn:** Brian Kopas

**Phone:** 630-550-7743

**Customer Number:** 363108

For questions regarding this document, please contact Customer Service at 888-377-4575.

**Send Purchase Orders To:**

Environmental Systems Research Institute, Inc.  
380 New York Street  
Redlands, CA 92373-8100  
Attn: Heather Carmody

**Please include the following remittance address on your Purchase Order:**

Environmental Systems Research Institute, Inc.  
P.O. Box 741076  
Los Angeles, CA 90074-1076

Item	Qty	Material#	Unit Price	Extended Price
10	1	52384 ArcGIS Desktop Advanced Concurrent Use Primary Maintenance Start Date: 01/01/2024 End Date: 12/31/2024 Subscription ID: 7884937343	3,300.00	3,300.00
1010	2	52385 ArcGIS Desktop Advanced Concurrent Use Secondary Maintenance Start Date: 01/01/2024 End Date: 12/31/2024 Subscription ID: 7884937343	1,320.00	2,640.00
2010	1	100571 ArcGIS Network Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 01/01/2024 End Date: 12/31/2024	550.00	550.00
3010	1	161328 ArcGIS Enterprise Standard Up to Four Cores Maintenance	5,500.00	5,500.00

Please note Esri has introduced a price change and this quote reflects current pricing for your organization. It is important to us that we are able to continue to deliver value through enhancements to products, solutions, and capabilities.

Your renewal provides access to all the benefits you are familiar with, which you can review at <https://go.esri.com/maintenance>  
For questions related to the price change, please reach out to your assigned Esri Account Manager.

**Quotation is valid for 90 days from document date.**

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

**To expedite your order, please reference your customer number and this quotation number on your purchase order.**



**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373-8118  
Phone: + 190936923142314  
Fax #: 909-793-4801

## Quotation

Page 2

**Date:** 10/02/2023

**Quotation Number:** 26172430

**Contract Number:** 00235721.10

Item	Qty	Material#	Unit Price	Extended Price
------	-----	-----------	------------	----------------

Start Date: 01/01/2024

End Date: 12/31/2024

4010	4	161389	1,375.00	5,500.00
ArcGIS GIS Server Standard Additional Cores Maintenance				
Start Date: 01/01/2024				
End Date: 12/31/2024				

<b>Item Subtotal</b>	17,490.00
<b>Estimated Tax</b>	0.00
<b>Total</b>	<b>USD 17,490.00</b>

**DUNS/CEC: 06-313-4175 CAGE: 0AMS3**

**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373-8118  
Phone: + 190936923142314  
Fax #: 909-793-4801

## Quotation

Page 3

**Date:** 10/02/2023

**Quotation Number:** 26172430

**Contract Number:** 00235721.10

Item Qty Material#

Unit Price

Extended Price

### Renewal Options:

- Online: Renew through My Esri site at <https://my.esri.com>
  - Credit Card
  - Purchase Order
  - Email Authorization
- Email or Fax: Email Authorization, Purchase Order or signed quote to:
  - Fax: 909-307-3083
  - Email: [service@esri.com](mailto:service@esri.com)

Requests via email or signed quote indicate that you are authorized to obligate funds for your organization and your organization does not require a purchase order.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf> , and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <http://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law , the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy GSA, BPA) on your ordering document.



**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373-8118  
Phone: + 190936923142314  
Fax #: 909-793-4801

## Quotation

Page 4

**Date:** 10/02/2023

**Quotation No:** 26172430

**Customer No:** 363108

**Contract No:** 00235721.10

Item Qty Material#

Unit Price

Extended Price

US FEDERAL CUSTOMERS: If you are a federal customer or a contractor purchasing on behalf of a federal customer a purchase order is required to receive an invoice. Please email the purchase order to [service@esri.com](mailto:service@esri.com)

By signing below, you are authorizing Esri to issue a software support invoice in the amount of USD \_\_\_\_\_ plus sales tax, if applicable.

Please check one of the following:

☐ I agree to pay any applicable sales tax.

☐ I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title





## 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: 10/02/2023

Bid/Contract/PO #: Esri quote 26172430

Company Name: Environmental Systems Research Institute, Inc,	Company Contact: Heather Carmody
Contact Phone: 888-377-4575 or 909-793-2853	Contact Email: service@esri.com

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

- 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

- 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

Printed Name Timothy Brazeal

Title Manager, Commercial & Government Contracts

Date Nov 2, 2023

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



## ETSB Resolution

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

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**File #:** ETS-R-0064-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.3.

---

**RESOLUTION TO ENCUMBER FUNDS FOR A UTILITY SERVICE THROUGH CELLCO PARTNERSHIP  
DBA VERIZON WIRELESS OVER \$5,000 IN THE COUNTY FINANCE SOFTWARE (TOTAL ANNUAL  
AMOUNT NOT TO EXCEED: \$6,100.00)**

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 923030 for wireless connectivity through Cellco Partnership dba Verizon Wireless for DU-COMM and ETSB staff. This will encumber funds over \$5,000 in the County Finance software for payment of invoices for a period of December 8, 2023 through December 7, 2024. The total annual amount is not to exceed \$6,100.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 923030, dated October 25, 2023, covering said, encumber funds for wireless connectivity service, be, and is hereby approved by the DU PAGE ETSB, for a total annual amount not to exceed \$6,100.00.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Oct 25, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> Celco Partnership dba Verizon Wireless	<b>Vendor #:</b> 10597	<b>Contract Term:</b> 12/8/23-12/7/24	<b>Contract Total:</b> \$6,100.00
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETS Board
<b>Description of Procurement/ Scope of Work/ Background</b>	Request for Purchase Order 923030 is for wireless connectivity through the use of fourteen (14) data cards for DU-COMM, the ETSB Executive Director and staff. Included in this purchase is the ability to upgrade equipment every ten months. This is to encumber funds in the County Finance software for payment of invoices. Total amount not to exceed \$6,100.00.		
<b>Reason for Procurement</b>	Wireless connectivity is necessary to support the maintenance and operations of ETSB infrastructure.		

### FUNDING SOURCE

☒ Procurement budgeted for (FY and budget code(s)): FY24-25 4000-5820-53260

☐ Budget Transfer (Date) \_\_\_\_\_ Add'l Information \_\_\_\_\_

### DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # \_\_\_\_\_ (QUOTE < \$25,000, BID ≥ \$25,000; attach Tabulation)

☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)

☒ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # \_\_\_\_\_

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)

☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)

☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Oct 25, 2023	LMZ	Oct 25, 2023	N/A
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required

### REVIEWED BY (Initials Only)

Buyer	Date		Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date		Chairman's Office (Decision Memos Over \$25,000)	Date



**Purchase Requisition**  
**Procurement Services Division**

Date: Oct 16, 2023  
MinuteTraQ (IQM2) ID #: \_\_\_\_\_  
Department Req #: 923030  
RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:			
Vendor: Cellco Partnership dba Verizon Wireless Vendor #: 10597				Dept: DuPage ETSB Division:			
Attn: Rob Pietrini Email: robert.pietrini@verizonwireless.com				Attn: 9-1-1 Coordinator Email: etsb911@dupageco.org			
Address: 1 Verizon Way				Address: 421 N. County Farm Road Room:			
City: Basking Ridge State: NJ Zip: 07920-1097				City: Wheaton State: IL Zip: 60187			
Phone: 800-540-4263 Fax:				Phone: 630-550-7743 Fax:			
Send Payments To:				Ship To:			
Vendor: Cellco Partnership dba Verizon Wireless Vendor #: 10597				Dept: DuPage ETSB Division:			
Attn: Email:				Attn: 9-1-1 Coordinator Email: etsb911@dupageco.org			
Address: PO Box 25505				Address: 421 N. County Farm Road Room:			
City: Lehigh Valley State: PA Zip: 18002-5505				City: Wheaton State: IL Zip: 60187			
Phone: Fax:				Phone: 630-550-7743 Fax:			
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner	
PER 50 ILCS 505/1		Destination					
Use for	Contract Administrator		Contract Start Date		Contract End Date		Use for
PO25 only	Eve Kraus		Dec 8, 2023		Dec 7, 2024		PO25 only

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		Mobile Broadband Data Plan 25GB/Unlimited including estimated taxes and fees	2425	4000	5820	53260		6,100.00	6,100.00
Requisition Total										\$	6,100.00
Header Comments (these comments will appear on the PO20 and PO25 Purchase Order) :											
Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order) :											
Please return PO to ETSB only.											
User Department Internal Notes (these comments will NOT appear on the Purchase Order) :											
Costs are based on 14 units at approx \$36.00 per unit per month.											



## ETSB Resolution

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

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**File #:** ETS-R-0065-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.4.

---

AWARDING RESOLUTION TO CDW GOVERNMENT LLC PO 923027 FOR A BLANKET PURCHASE ORDER FOR THE PURCHASE OF SMALL COMPUTER EQUIPMENT AND REPLACEMENT PARTS MADE THROUGH THE NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE IPA2018011-01 (TOTAL AMOUNT: \$25,000.00)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 923027 to CDW Government LLC for a blanket purchase order to cover future purchases of small computer equipment and replacement parts made through IPA2018011-01. Total contract amount of \$25,000.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 923027, dated October 16, 2023, covering said, blanket purchase order, be, and is hereby approved by the DU PAGE ETSB to CDW Government LLC, 230 N. Milwaukee Avenue, Vernon Hills, IL 60061, for a total of \$25,000.00.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK





# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> CDW Government LLC	<b>Vendor #:</b> 10667	<b>Contract Term:</b> 12/1/23-12/31/24	<b>Contract Total:</b> \$25,000.00
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETSB
<b>Description of Procurement/ Scope of Work/ Background</b>	This open Purchase Order 923027 in the amount of \$25,000 will allow the ETSB to purchase computer equipment with a value less than \$5,000 per the National IPA2018011-01 contract through the vendor for the 9-1-1 System.		
<b>Reason for Procurement</b>	CDW-G has supplied the ETSB with necessary computer hardware such as keyboards, switches and cabling. This open Purchase Order will allow the ETSB to purchase replacement or new parts as needed throughout the fiscal year.		
<b>FUNDING SOURCE</b>			

☒ Procurement budgeted for (FY and budget code(s)): FY24-25 4000-5820-52100

☐ Budget Transfer (Date) \_\_\_\_\_ Add'l Information \_\_\_\_\_

### DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # \_\_\_\_\_ (QUOTE < \$25,000; BID ≥ \$25,000; attach Tabulation)

☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

☒ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☒ Per Coop (DPC4-107) select one below

National IPA/TCPM #

IPA 2018011-01

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # \_\_\_\_\_

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)

☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)


☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Oct 16, 2023	LMZ	Oct 16, 2023	N/A
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required

Date

### REVIEWED BY (Initials Only)

Buyer	Date		10/18/23
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date



**Purchase Requisition**  
**Procurement Services Division**

Date: Oct 16, 2023  
MinuteTraq (IQM2) ID #: \_\_\_\_\_  
Department Req #: 923027  
RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:					
Vendor: CDW Government LLC		Vendor #: 10667		Dept: DuPage ETSB		Division:			
Attn: Meagan McKone		Email: meaganm@cdwg.com		Attn: 9-1-1 Coordinator		Email: etsb911@dupageco.org			
Address: 230 N. Milwaukee Ave.				Address: 421 N. County Farm Road		Room:			
City: Vernon Hills		State: IL Zip: 60061		City: Wheaton		State: IL Zip: 60187			
Phone:		Fax:		Phone: 630-550-7743		Fax:			
Send Payments To:				Ship To:					
Vendor: CDW Government LLC		Vendor #: 10667		Dept: DuPage ETSB		Division:			
Attn:		Email:		Attn:		Email:			
Address: 75 Remittance Drive, Suite 1515				Address: 421 N. County Farm Road		Room:			
City: Chicago		State: IL Zip: 60675		City: Wheaton		State: IL Zip: 60187			
Phone:		Fax:		Phone:		Fax:			
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner			
PER 50 ILCS 505/1		Destination							
Use for		Contract Administrator		Contract Start Date		Contract End Date		Use for	
PO25 only		Eve Kraus		Dec 1, 2023		Dec 31, 2024		PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		Purchase of computer equipment in support of 2024 projects and replacements of failed equipment	24 25	4000	5820	52100		25,000.00	25,000.00
Requisition Total										\$	25,000.00
Header Comments (these comments will appear on the PO20 and PO25 Purchase Order) :											
Term 12/1/23-12/31/24.											
Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order) :											
Please return PO to ETSB to send to the vendor.											
User Department Internal Notes (these comments will NOT appear on the Purchase Order) :											



# Decision Memo

## Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 923027

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: CDW Government LLC	Vendor #: 10667

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

This open Purchase Order 923027 in the amount of \$25,000 will allow the ETSB to purchase computer equipment with a value less than \$5,000 per the National IPA2018011-01 contract through the vendor for the 9-1-1 System.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

This open purchase order process were developed in conjunction with the Auditor's Office and the Finance Department over ten years ago to supply ETSB with small value items necessary for the 9-1-1 function as keyboards, switches and cabling. This open Purchase Order will allow the ETSB to purchase replacement or new parts as needed throughout the fiscal year. There is a one month overlap in the contract dates to avoid gaps in service.

### Strategic Impact

Financial Planning

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

Utilizing the open Purchase Order the ETSB can purchase small equipment and replacement parts immediately to avoid gaps in service resulting from equipment failure not covered under contracts and to replace similar equipment with a value of less than \$5,000.

**Source Selection/Vetting Information** - Describe method used to select source.

This Purchase Order is made through utilization of the National IPA 2018011-01 contract which has been extended under Amendment 2 for a term to expire on February 28, 2025.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Purchase Order 923027 to allow timely repair or replacement of computer hardware and software.
2. Deny Purchase Order 923027 and delay procurement of necessary items.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

Funds have been budgeted for FY24-25 in 4000-5820-52100: IT Equipment - Small Value and approval will allow staff to encumber said funds in the amount of \$25,000.00.





## ETSB Resolution

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

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**File #:** ETS-R-0066-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.5.

---

AWARDING RESOLUTION TO DELL MARKETING LP PO 923028 FOR A BLANKET PURCHASE ORDER FOR THE PURCHASE OF SMALL COMPUTER EQUIPMENT AND REPLACEMENT PARTS MADE THROUGH MIDWESTERN HIGHER EDUCATION COMPACT MHEC-07012015 (TOTAL AMOUNT: \$30,000.00)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 923028 to Dell Marketing LP for a blanket purchase order to cover future purchases of small computer equipment and replacement parts made through MHEC-04152022. Total contract amount of \$30,000.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 923028, dated October 16, 2023, covering said, blanket purchase order, be, and is hereby approved by the DU PAGE ETSB to Dell Marketing LP, One Dell Way, Round Rock, TX 78682 for a total of \$30,000.00.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> Dell Marketing, LP	<b>Vendor #:</b> 10850	<b>Contract Term:</b> 12/1/23-12/31/24	<b>Contract Total:</b> \$30,000.00
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETSB
<b>Description of Procurement/ Scope of Work/ Background</b>	This open purchase order 923028 in the amount of \$30,000 will allow the ETSB to purchase computer equipment with value less than \$5,000, through Contract #MHEC-04152022 with the vendor.		
<b>Reason for Procurement</b>	ETSB maintains an open purchase order to allow technicians the ability it purchase new or replacement items that support the 9-1-1 system in a timely manner.		
<b>FUNDING SOURCE</b>			

☒ Procurement budgeted for (FY and budget code(s)): FY24-25 4000-5820-52100

☐ Budget Transfer (Date) \_\_\_\_\_ Add'l Information \_\_\_\_\_

### DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # \_\_\_\_\_ (QUOTE < \$25,000, BID ≥ \$25,000; attach Tabulation)

☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

☒ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☒ Under Government Joint Purchasing Act (30ILCS525) select one below

Other Government Entity

MHEC-04152022

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # \_\_\_\_\_

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)

☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)

☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Oct 16, 2023	LMZ	Oct 16, 2023	N/A
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required

Date

### REVIEWED BY (Initials Only)

Buyer	Date	<i>dkc</i>	Procurement Officer	10/18/23
				Date

Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date
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**Purchase Requisition**  
**Procurement Services Division**

Date: Oct 16, 2023  
MinuteTraq (IQM2) ID #: \_\_\_\_\_  
Department Req #: 923028  
RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:					
Vendor: Dell Marketing, LP		Vendor #: 10850		Dept: DuPage ETSB		Division:			
Attn: Dylan Smith		Email: dylan.smith@dell.com		Attn: 9-1-1 Coordinator		Email: etsb911@dupageco.org			
Address: One Dell Way				Address: 421 N. County Farm Road		Room:			
City: Round Rock		State: IL Zip: 78682		City: Wheaton		State: IL Zip: 60187			
Phone:		Fax:		Phone: 630-550-7743		Fax:			
Send Payments To:				Ship To:					
Vendor: Dell Marketing, LP		Vendor #: 10850		Dept: DuPage ETSB		Division:			
Attn:		Email:		Attn:		Email:			
Address: c/o Dell USA, PO Box 802816				Address: 421 N. County Farm Road		Room:			
City: Chicago		State: IL Zip: 60680		City: Wheaton		State: IL Zip: 60187			
Phone:		Fax:		Phone:		Fax:			
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner			
PER 50 ILCS 505/1		Destination							
Use for		Contract Administrator		Contract Start Date		Contract End Date		Use for	
PO25 only		Eve Kraus		Dec 1, 2023		Dec 31, 2024		PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		Purchase of computer equipment in support of 2024 projects and replacements of failed equipment	24 25	4000	5820	52100		30,000.00	30,000.00
Requisition Total										\$	30,000.00
Header Comments (these comments will appear on the PO20 and PO25 Purchase Order) :											
Term: 12/1/23-12/31/24.											
Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order) :											
Please return PO to ETSB to send to the vendor.											
User Department Internal Notes (these comments will NOT appear on the Purchase Order) :											



# Decision Memo

## Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 923028

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Dell Martketing, LP	Vendor #: 10850

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

This open Purchase Order 923028 in the amount of \$30,000 will allow the ETSB to purchase computer equipment with value less than \$5,000 , through Contract #MHEC-04152022 with the vendor.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

This open purchase order process were developed in conjunction with the Auditor's Office and the Finance Department over ten years ago to allow ETSB technicians the ability it purchase new or replacement items not covered in vendor contracts to support the 9-1-1 system in a timely manner. There is a one month overlap in the contract dates to avoid gaps in service.

### Strategic Impact

Financial Planning

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

The ETSB purchases replacement computer equipment at a discount from Dell under a cooperative purchasing agreement. The open Purchase Order allows the ETSB to purchase equipment immediately to avoid gaps in service resulting from failure.

**Source Selection/Vetting Information** - Describe method used to select source.

This Purchase Order is made through the Midwestern Higher Education Commission MHEC-04152022, which expires June 30, 2025, and provides PC hardware and related commodities at a discounted rate.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Purchase Order 923028 to allow timely repair or replacement of computer hardware and software.
2. Deny Purchase Order 923028 and delay procurement of necessary items for the 9-1-1 system.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

Funds have been budgeted for FY24-25 in 4000-5820-52100: IT Equipment - Small Value and approval will allow staff to encumber said funds in the amount of \$30,000.00.



## ETSB Resolution

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

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**File #:** ETS-R-0067-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.6.

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AWARDING RESOLUTION TO MOTOROLA SOLUTIONS, INC. PO 923029 FOR A BLANKET PURCHASE ORDER FOR REPLACEMENT PARTS MADE THROUGH IL STARCOM MASTER CONTRACT CMT2028589 FOR RADIOS (TOTAL AMOUNT: \$50,000.00)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 923029 to Motorola Solutions, Inc. for a blanket purchase order for replacement parts made through IL STARCOM CMT2028589 for radios. Total contract amount of \$50,000.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 923029, dated October 16, 2023, covering said, blanket purchase order, be, and is hereby approved by the DU PAGE ETSB to Motorola Solutions, Inc., 1301 E. Algonquin Road, Schaumburg, IL 60196, for a total of \$50,000.00.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

---

GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> Motorola Solutions, Inc.	<b>Vendor #:</b> 10115	<b>Contract Term:</b> 12/1/23-12/31/24	<b>Contract Total:</b> \$50,000.00
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETSB
<b>Description of Procurement/ Scope of Work/ Background</b>	This open Purchase Order 923029 in the amount of \$50,000.00 will allow the ETSB to purchase replacement parts, through Contract STARCOM CMT2028589 for the DEDIRS radio system and portables that are not covered by contract.		
<b>Reason for Procurement</b>	An open PO will allow the ETSB to purchase replacement parts under \$5,000 for the DEDIRS radio system as needed throughout the fiscal year.		

### FUNDING SOURCE

☒ Procurement budgeted for (FY and budget code(s)): FY24-25 4000-5820-52250

☐ Budget Transfer (Date) \_\_\_\_\_ Add'l Information \_\_\_\_\_

### DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # \_\_\_\_\_ (QUOTE < \$25,000, BID ≥ \$25,000; attach Tabulation)

☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

☒ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☒ Per Coop (DPC4-107) select one below

National IPA/TCPM # \_\_\_\_\_

IL STARCOM CMT2028589

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # \_\_\_\_\_

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)


☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)

☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Oct 16, 2023	LMZ	Oct 16, 2023	N/A
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required

### REVIEWED BY (Initials Only)

Buyer	Date		10/18/23
		Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date



**Purchase Requisition**  
**Procurement Services Division**

Date: Oct 16, 2023  
MinuteTraq (IQM2) ID #: \_\_\_\_\_  
Department Req #: 923029  
RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:					
Vendor: Motorola Solutions, Inc.		Vendor #: 10115		Dept: DuPage ETSB		Division:			
Attn: Andrew Baum		Email: andrew.baum@motorolasolutions.com		Attn: 9-1-1 Coordinator		Email: etsb911@dupageco.org			
Address: 2000 Progress Parkway				Address: 421 N. County Farm Road		Room:			
City: Schaumburg		State: IL Zip: 60196		City: Wheaton		State: IL Zip: 60187			
Phone: 224-523-5424		Fax:		Phone: 630-550-7743		Fax:			
Send Payments To:				Ship To:					
Vendor: Motorola Solutions, Inc.		Vendor #: 10115		Dept: DuPage ETSB		Division:			
Attn:		Email:		Attn:		Email:			
Address: 13108 Collections Center Drive				Address: 421 N. County Farm Road		Room:			
City: Chicago		State: IL Zip: 60693		City: Wheaton		State: IL Zip: 60187			
Phone: 847-576-5000		Fax:		Phone:		Fax:			
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner			
PER 50 ILCS 505/1		Destination							
Use for		Contract Administrator		Contract Start Date		Contract End Date		Use for	
PO25 only		Eve Kraus		Dec 1, 2023		Dec 31, 2024		PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		Open PO for replacement parts for the radio system	24 25	4000	5820	52250		50,000.00	50,000.00
Requisition Total										\$	50,000.00

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order) :

Term: 12/01/23 - 12/31/24.

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order) :

Please return PO to ETSB to send to the vendor.

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order) :



## Decision Memo

### Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 923029

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Motorola Solutions, Inc.	Vendor #: 10115

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Motorola has a master contract with the State of Illinois for STARCOM21. This contract has designated rates for radios, accessories, parts and labor. This is a request for open Purchase Order 923029 for \$50,000.00 to service and maintain the portable and mobile radios and radio consoles in the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

This open purchase order process were developed in conjunction with the Auditor's Office and the Finance Department over ten years ago to supply ETSB with Motorola parts not covered under contract. This open Purchase Order will allow the ETSB to purchase replacement parts under \$5,000 for the DEDIRS radio system as needed throughout the fiscal year. There is a one month overlap in the contract dates to avoid gaps in service.

#### Strategic Impact

Customer Service

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

Motorola Solutions has centralized repair stations for items that can't be repaired in the field for mobile, portable and infrastructure products. An open Purchase Order allows for the purchase of consumable items not covered under the service contract such as batteries and microphones as well as certain repairs that are not covered under the service agreement.

**Source Selection/Vetting Information** - Describe method used to select source.

This Purchase Order is made through the IL State Master Contract STARCOM CMT2028589.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Purchase Order 923029 to allow timely repair of DEDIRS equipment and proper tracking of costs.
2. Deny Purchase Order 923029 and delay the repair of first responder equipment.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

Funds have been budgeted for FY24-25 in 4000-5820-52250: Auto/Machinery Replacement Parts in place of 52250: Auto/Machinery Equipment/Parts. Approval will allow staff to encumber said funds in the amount of \$50,000.00.





Motorola Solutions, Inc.  
500 W Monroe  
Chicago, IL 60661

Telephone: 1847-576-5000  
Fax: 1847-576-4883

October 16, 2023

Eve Kraus  
ETSB Purchasing  
421 N County Farm Road  
Wheaton, IL 60187

Subject: Purchase Order for Parts, Accessories and Services from Motorola Solutions, Inc.

Dear Ms. Kraus,

Motorola Solutions is pleased to work with The DuPage ETSB with the ordering of Radio Parts, Accessories and Services through a purchase order, not to exceed \$50,000. The accessories, parts and services can be ordered through your Customer Support Manager, Andrew Baum.

Motorola will provide APX accessories and parts in accordance to the discount levels published in the STARCOM 21 Contract, CMT2028589. Also, Motorola will invoice at the System Technologist support rates included in the STARCOM21 Contract, CMT2028589.

If The ETSB elects to not spend the remaining balance by 12/31/2024, Motorola will then invoice The ETSB for the amount owed as of 12/31/2024.

Please feel free to contact your Motorola Customer Support Manager, Andrew Baum, at [andrew.baum@motorolasolutions.com](mailto:andrew.baum@motorolasolutions.com) or by phone at 224-523-5424.

Regards,

Andrew Baum  
Customer Support Manager  
Motorola Solutions, Inc



## ETSB Resolution

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

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**File #:** ETS-R-0068-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.7.

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AWARDING RESOLUTION TO ALLIANT INSURANCE SERVICES INC PO 923024 FOR A ONE (1) YEAR LIABILITY, DAMAGE, AND CYBER SECURITY INSURANCE POLICY FOR THE ETSB (TOTAL AMOUNT: \$110,265.00)

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 923024 to Alliant Insurance Services Inc for a one (1) year liability, damage, and cyber security insurance policy. This contract will cover the period December 19, 2023 to December 19, 2024. Total amount of \$110,265.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 923024, dated November 1, 2023, covering said, one (1) year insurance policy renewal, be, and is hereby approved by the DU PAGE ETSB to Alliant Insurance Services Inc, 353 N. Clark Street, Chicago, IL 60654, for a total amount of \$110,265.00.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Nov 1, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> Alliant Insurance Services, Inc.	<b>Vendor #:</b> 12104 R02	<b>Contract Term:</b> 12/19/23-12/19/24	<b>Contract Total:</b> \$110,265.00
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETSB
<b>Description of Procurement/ Scope of Work/ Background</b>	Request for approval of PO 923024 to Alliant Insurance Services, Inc. for insurance services for one (1) year. The contract period runs from December 19, 2023 through December 19, 2024. The recommended renewal option of the VFIS policy is \$89,760.00. The renewal policy for cyber liability is \$20,505.00. The total recommended contract value is \$110,265.00.		
<b>Reason for Procurement</b>	Insurance coverage for liability, damage, and cybersecurity.		

### FUNDING SOURCE

☒ Procurement budgeted for (FY and budget code(s)): FY24 4000-5820-53130

☐ Budget Transfer (Date) \_\_\_\_\_ Add'l Information \_\_\_\_\_

### DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # \_\_\_\_\_ (QUOTE < \$25,000, BID ≥ \$25,000; attach Tabulation)

☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # \_\_\_\_\_

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☒ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)

☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)

☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Nov 1, 2023	LMZ	Nov 1, 2023	N/A
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required
			Date	

### REVIEWED BY (Initials Only)

Buyer	Date	Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date



**Purchase Requisition**  
**Procurement Services Division**

Date: Nov 1, 2023  
MinuteTraq (IQM2) ID #:  
Department Req #: 923024  
RFP, Bid or Quote #:

Send Purchase Order To:				Send Invoices To:			
Vendor: Alliant Insurance Services, Inc. Vendor #: 12104 R02				Dept: DuPage ETSB Division:			
Attn: Wendy Teller Email: wendy.teller@alliant.com				Attn: 9-1-1 Coordinator Email: etsb911@dupageco.org			
Address: 353 N. Clark St.				Address: 421 N. County Farm Road Room:			
City: Chicago State: IL Zip: 60654				City: Wheaton State: IL Zip: 60187			
Phone: Fax:				Phone: 630-550-7743 Fax:			
Send Payments To:				Ship To:			
Vendor: Alliant Insurance Services, Inc. Vendor #: 12104 R02				Dept: DuPage ETSB Division:			
Attn: Email:				Attn: 9-1-1 Coordinator Email: etsb911@dupageco.org			
Address: 29278 Network Place				Address: 421 N. County Farm Road Room:			
City: Chicago State: IL Zip: 60673-1292				City: Wheaton State: IL Zip: 60187			
Phone: Fax:				Phone: 630-550-7743 Fax:			
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner	
PER 50 ILCS 505/1		Destination					
Use for PO25 only		Contract Administrator		Contract Start Date		Contract End Date	
		Eve Kraus		Dec 19, 2023		Dec 19, 2024	
						Use for PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		Property Insurance for ETSB	24	4000	5820	53130		89,760.00	89,760.00
2	1	EA		Cyber Liability Insurance	24	4000	5820	53130		20,505.00	20,505.00
3		EA									0.00
4		EA									0.00
5		EA									0.00

**Requisition Total** \$ 110,265.00

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order) :

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order) :

Please return PO to ETSB to send to the vendor.

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order) :



## Decision Memo

### Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Nov 1, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 923024

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Alliant Insurance Services, Inc.	Vendor #: 12104 R02

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Request for approval of PO 923024 to Alliant Insurance Services, Inc. for insurance services for one (1) year. The contract period runs from December 19, 2023 through December 19, 2024. The recommended renewal option of the VFIS policy is \$89,760.00. The renewal policy for cyber liability is \$20,505.00. The total recommended contract value is \$110,265.00.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

This policy will be through two carriers, National Union Fire Insurance Company of Pittsburgh, PA was obtained through VFIS for equipment, property, portable equipment, general liability, management liability, and umbrella insurance coverage. The cyber liability will be through Hudson Specialty which includes breach response expenses, content restoration expenses, cyber extortion expenses, PCI-DSS/PA-DSS fines (Payment Card Industry Data Security Standard/Payment Application), and business interruption with a \$2M policy aggregate limit, and \$1M sub-limit aggregate.

#### Strategic Impact

Financial Planning

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

This is for insurance coverage for ETSB for liability, damage, and cyber security attacks made to 9-1-1 infrastructure. There is an increase in cost commensurate with coverage of the APX7000XEs still live in the system, as well as the replacement radio equipment (DEDIRS portable and mobile radios) values provided. The cyber security application was sent to eight carriers and each of them declined because of the nature of ETSB operations. A renewal was obtained for coverage through the previous year's carrier, Hudson Specialty, and shows a increase of 6% with no change in terms. The deductible for property and lost/broken portable radios has been decreased from \$5,000.00 to \$2,500.00 per claim, which accounts for an increase of \$9,121.00. Overall, with the higher equipment value and lower deductible on the radios, this is an annual premium increase from last year in the amount of \$18,469.00.

**Source Selection/Vetting Information** - Describe method used to select source.

Alliant Insurance Services continues as the insurance broker for the County and ETSB and has made recommendations based on the current state of the market. See the Executive Summary on page 2 of the Alliant proposal for details.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Purchase Order 923024 and allow for the policies through Alliant for property and cyber liability coverage.
2. Allow the current policy to expire as of December 19 and provide no coverage.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This cost was budgeted at \$119,937.53 for FY24 in 4000-5820-53130: Public Liability Insurance. The quote is \$9,672.53 below the budgeted amount or \$18,469 more than the previous year and well within the County Finance Department recommendation of forecasting at a 15% increase.

A photograph of a modern glass skyscraper with a blue-tinted overlay. A person is visible walking on a balcony inside the building.

# Emergency Telephone System Board of DuPage County

2023 – 2024

## Property and Liability Insurance Proposal

Presented on November 1, 2023 by:

Cathy Juricic Easley, CPCU  
First Vice President – Account Executive Lead

Wendy Teller, CIC  
Account Manager - Lead

Alliant Insurance Services, Inc.  
353 North Clark Street  
Chicago, IL 60654  
O 312 595 6200  
  
CA License No. 0C36861

[www.alliant.com](http://www.alliant.com)

## Table of Contents

Executive summary .....	2
Premium Summary .....	3
Premium Summary and Coverage Comparison.....	4
Premium Summary and Coverage Comparison - Continued .....	5
Cyber Liability with Tech E&O - Premium Summary and Coverage Comparison.....	6
Your Service Team .....	7
Named Insured / Additional Named Insureds.....	8
Alliant Advantage.....	9
Disclosures .....	10
NY Regulation 194 .....	11
FATCA:.....	11
Claims Reporting: .....	11
Claims Made Policy:.....	11
NRRRA:.....	12
Changes and Developments .....	12
Certificates / Evidence of Insurance .....	13
Optional Coverages .....	14
Glossary of Insurance Terms .....	14
Binding Requirements Recap .....	15
Request to Bind Coverage .....	16
Carrier Quotes .....	17



## Executive summary

Thank you for selecting Alliant to serve as your insurance brokerage representative. We're happy to present our renewal insurance proposal for the annual policy period effective December 19, 2023 to December 19, 2024.

### **Market Update**

2023 has continued to see a hardening of the insurance market that began in late 2018. We are still consistently seeing carriers reduce limits, increase deductibles, and still demand pricing/rate increases for their 2023-2024 renewals with the cyber liability and excess liability lines being impacted the most.

### **Commercial Package**

We are pleased to present renewal terms with your expiring carrier National Union Fire Insurance Company of Pittsburgh, PA. The program limits, terms, conditions remain unchanged except for the increased property and equipment values. These rates are essentially flat, and the premium increase is directly attributable to the increase in values. We also secured an option to decrease the equipment deductible to \$2,500 and this change would result in an additional premium of \$9,121.

### **Cyber Liability**

The Cyber Liability market continues to be challenging due to increase in claims activity both in frequency and severity/complexity. We tested the market, approached 8 carriers and each declined due to the nature of your operations. We secured renewal terms with your incumbent carrier, Hudson Specialty, and the quote reflects same as terms, conditions, limits, and deductibles. The premium is slightly higher and is due to increased revenue and one more year of retroactive coverage. We are very pleased with this outcome.

Over all, this is a very favorable renewal that wouldn't have been possible without the cooperation of the ETSB team in providing us with the detailed underwriting information and great loss history which helped us achieve this great result.

Thank you for the opportunity to present this renewal proposal. We appreciate your choosing Alliant to service your insurance and risk management needs.



## Premium Summary

Line of Coverage	Expiring Premium 12/19/2022 -2023 VFIS	Renewal Premium 12/19/2023-2024 VFIS
General Liability	\$1,264	\$1,264
Public Officials Liability including Employment Practices Liability	\$9,329	\$9,063
Auto – Hired and Non-owned	\$526	\$532
Excess Liability	\$9,423	\$9,273
Crime/Employee Dishonesty	Not Covered	Not Covered
Property	\$25,410	\$28,168
Portable Equipment	\$26,482	\$32,339
<b>Total Package Premium</b>	<b>\$72,434</b>	<b>\$80,639</b>
	<b>Hudson Specialty</b>	<b>Hudson Specialty</b>
Cyber Liability	19,326	\$20,505
<b>Total Annual Premium</b>	<b>\$91,760</b>	<b>\$101,144</b>

## Premium Summary and Coverage Comparison

	Expiring Dec 19, 2022 to Dec 19, 2023	Renewal Dec 19, 2023 to Dec 19, 2024
<b>Property</b>		
Building Values	\$114,901	\$119,497
Contents Values	\$16,655,019	\$17,321,192
Software	\$600,000	\$600,000
<b>Building &amp; Contents Total Insured Value</b>	<b>\$16,769,920</b>	<b>\$17,440,689</b>
Property average rate	0.15	0.16
Valuation	Replacement Cost	Replacement Cost
Coinsurance	n/a	n/a
Deductible	\$5,000	\$5,000
Flood Deductible	\$1,000	\$1,000
Earthquake Deductible	5% of TIV	5% of TIV
Equipment Breakdown	Included	Included
<b>Total Property Premium</b>	<b>\$25,410</b>	<b>\$28,168</b>
<b>Inland Marine</b>		
Portable Equipment	Blanket Limit	Blanket Limit
Scheduled values	\$37,309,391	\$45,560,257
Equipment average rate	0.07	0.07
Valuation	Guaranteed Replacement Cost	Guaranteed Replacement Cost
Deductible	\$5,000	\$5,000
<b>Total Portable Equipment Premium</b>	<b>\$26,482</b>	<b>\$32,339</b>
<b>Optional Deductible Quote \$2,500</b>		<b>41,460</b>
<b>Auto Liability</b>		
Combined Single Limit - Liability	\$1,000,000	\$1,000,000
Limit UM&UIM	\$1,000,000	\$1,000,000
Deductible	None	None
Hired and Non Owned	Included	Included
Hired + Non Owned APD		
<b>Total Auto Premium</b>	<b>\$520</b>	<b>\$532</b>

## Premium Summary and Coverage Comparison - Continued

<b>General Liability</b>		
Form	Occurrence	Occurrence
Limit	\$1,000,000 per occurrence \$3,000,000 aggregate	\$1,000,000 per occurrence \$3,000,000 aggregate
Deductible	None	None
Defense	Outside limit	Outside limit
Certified terrorism premium	Included	Included
<b>Total GL Premium</b>	<b>\$1,264</b>	<b>\$1,264</b>
<b>Management Liability, Employment Practices Liability</b>		
Coverage Form	Claims Made	Claims Made
Limits:		
Coverage A - Employment Practices, Employee Benefits Administration, Wrongful Acts - Monetary Damages	\$1,000,000 per occurrence	\$1,000,000 per occurrence
Limits:		
Coverage B - Defense Expenses for Injunctive Relief	\$50,000 each action for injunctive relief	\$100,000 each action for injunctive relief
Limits: Aggregate Coverage A and B	\$3,000,000	\$3,000,000
Limits:		
Coverage C - Cyber Liability	\$1,000,000 Each "electronic information security event"	\$1,000,000 Each "electronic information security event"
Limits:		
Coverage D - Privacy Crisis Management Expense	\$50,000 each "privacy event"	\$50,000 each "privacy event"
Limits:		
Coverage E - Cyber Extortion Expense	\$50,000 each "privacy event"	\$20,000 each "privacy event"
Limits: Aggregate Coverage D and E	\$50,000	\$50,000
Deductible	0	0
Retroactive Date:	None	None
<b>Management Liability Premium</b>	<b>\$9,329</b>	<b>\$9,063</b>
<b>Excess Liability</b>		
Limit	\$10,000,000 per occurrence \$20,000,000 aggregate	\$10,000,000 per occurrence \$20,000,000 aggregate
<b>Excess Liability Premium</b>	<b>\$9,423</b>	<b>\$9,273</b>
<b>Total VFIS Program Premium</b>	<b>\$72,434</b>	<b>\$80,639</b>

## Cyber Liability with Tech E&O - Premium Summary and Coverage Comparison

	Expiring Cyber and Tech E&O Dec 19, 2022 to Dec 19, 2023	Renewal Cyber and Tech E&O Dec 19, 2023 to Dec 19, 2024
<b>Carrier</b>	<b>Hudson Specialty Insurance Co.</b>	<b>Hudson Specialty Insurance Co.</b>
AM Best's Rating	A XV	A XV
Policy Aggregate Limit	\$2,000,000	\$2,000,000
<b>Third Party Liability</b>		
Limit each glitch	\$1,000,000 Each Glitch	\$1,000,000 Each Glitch
Retroactive Date	12/19/20	12/19/20
Retention	\$10,000	\$10,000
Coverage included:	Third party liability includes:	Third party liability includes:
	Personal Injury, privacy and security	Personal Injury, privacy and security
	Content Injury	Content Injury
	Errors and Omissions - Negligent Acts	Errors and Omissions - Negligent Acts
	Security Injury	Security Injury
<b>First Party Loss:</b>		
Breach Response Expenses	\$1,000,000	\$1,000,000
Content Restoration Expenses	\$1,000,000	\$1,000,000
Cyber Extortion Expenses	\$1,000,000	\$1,000,000
PCI-DSS/PA-DSS Fines	\$1,000,000	\$1,000,000
Business Interruption caused by a security event	\$1,000,000	\$1,000,000
Social Engineering Loss Sublimit	\$100,000	\$100,000
First Party Retention - each security breach	\$10,000	\$10,000
Each business interruption	6 hours	6 hours
Business Interruption Coinsurance	10%	N/A
Premium	\$18,694	\$19,804
Surplus Lines Taxes and Fees	\$668	\$701
	\$19,362	\$20,505
<b>Additional Coverage Extensions:</b>	Bricking Endorsement	Bricking Endorsement
	Contingent Bodily Injury/Property Damage	Contingent Bodily Injury/Property Damage
	Security Breach Definition change for cyber extortion	Security Breach Definition change for cyber extortion
	Social Engineering Loss with Expansion	Social Engineering Loss with Expansion
	Amend definition of 'you' to provide a carve back for insured vs insured exclusion	Amend definition of 'you' to provide a carve back for insured vs insured exclusion
	System Failure Coverage	System Failure Coverage
		Biometric Information Exclusion
		Alternative Dispute Resolution

## Your Service Team

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**Michael J. Mackey**

Senior Managing Director

Phone: 312.595.7900

Email: Michael.Mackey@alliant.com

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**Cathy Juricic Easley, CPCU**

First Vice President, Account Executive - Lead

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**Wendy Teller, CIC**

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**Larry Rosen**

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**Dane Mall**

Loss Control Consultant

Phone: 312.837-4415

Email: Dane.Mall@Alliant.com

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## Named Insured / Additional Named Insureds

### Named Insured(s)

DuPage County 911 Emergency Telephone Systems Board

### Additional Named Insured(s)

None

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### NAMED INSURED DISCLOSURE

- The first named insured is granted certain rights and responsibilities that do not apply to other policy named insureds and is designated to act on behalf of all insureds for making policy changes, receiving correspondence, distributing claim proceeds, and making premium payments.
- **Are ALL entities listed as named insureds?** Coverage is **not** automatically afforded to all entities unless specifically named. Confirm with your producer and service team that all entities to be protected are on the correct policy. Not all entities may be listed on all policies based on coverage line.
- Additional named insured is (1) A person or organization, other than the first named insured, identified as an insured in the policy declarations or an addendum to the policy declarations. (2) A person or organization added to a policy after the policy is written with the status of named insured. This entity would have the same rights and responsibilities as an entity named as an insured in the policy declarations (other than those rights and responsibilities reserved to the first named insured).
- Applies to Professional Liability, Pollution Liability, Directors & Officers Liability, Employment Practices Liability, Fiduciary Liability policies (this list not all inclusive). Check your Policy language for applicability. These policies provide protection to the Named Insured for claims made against it alleging a covered wrongful act. Coverage is not afforded to any other entities (unless specifically added by endorsement or if qualified as a "Subsidiary" pursuant to the policy wording) affiliated by common individual insured ownership or to which indemnification is otherwise contractually owed. If coverage is desired for affiliated entities or for contractual indemnities owed, please contact your Alliant Service Team with a full list of entities for which coverage is requested. With each request, include complete financials and ownership information for submission to the carrier. It should be noted, that the underwriter's acceptance of any proposed amendments to the policy, including expansion of the scope of "Insureds" under the policy could result in a potential diminution of the applicable limits of liability and/or an additional premium charge.

## Alliant Advantage

	Alliant	Competition
1. Satisfying the insurance needs of business for nearly 90 years	✓	
2. Privately owned and operated.	✓	
3. A full-service insurance agency for all your business, life and health, and personal insurance.	✓	
4. Representing over 40 insurance companies to provide the best and most affordable coverage.	✓	
5. State-licensed support staff.	✓	
6. Dedicated Certificate of Insurance personnel.	✓	
7. Risk management services to help identify hazards and present options.	✓	
8. Workers' compensation insurance claims management at no additional charge.	✓	

## Disclosures

**This proposal of insurance is provided as a matter of convenience and information only. All information included in this proposal, including but not limited to personal and real property values, locations, operations, products, data, automobile schedules, financial data and loss experience, is based on facts and representations supplied to Alliant Insurance Services, Inc. by you. This proposal does not reflect any independent study or investigation by Alliant Insurance Services, Inc. or its agents and employees.**

**Please be advised that this proposal is also expressly conditioned on there being no material change in the risk between the date of this proposal and the inception date of the proposed policy (including the occurrence of any claim or notice of circumstances that may give rise to a claim under any policy which the policy being proposed is a renewal or replacement). In the event of such change of risk, the insurer may, at its sole discretion, modify, or withdraw this proposal, whether or not this offer has already been accepted.**

**This proposal is not confirmation of insurance and does not add to, extend, amend, change, or alter any coverage in any actual policy of insurance you may have. All existing policy terms, conditions, exclusions, and limitations apply. For specific information regarding your insurance coverage, please refer to the policy itself. Alliant Insurance Services, Inc. will not be liable for any claims arising from or related to information included in or omitted from this proposal of insurance.**

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions. Details on our compensation policy, including the types of income that Alliant may earn on a placement, are available on our website at [www.alliant.com](http://www.alliant.com). For a copy of our policy or for any inquiries regarding compensation issues pertaining to your account you may also contact us at: Alliant Insurance Services, Inc., Attention: General Counsel, 701 B Street, 6th Floor, San Diego, CA 92101.

Analyzing insurers' over-all performance and financial strength is a task that requires specialized skills and in-depth technical understanding of all aspects of insurance company finances and operations. Insurance brokerages such as Alliant Insurance typically rely upon rating agencies for this type of market analysis. Both A.M. Best and Standard and Poor's have been industry leaders in this area for many decades, utilizing a combination of quantitative and qualitative analysis of the information available in formulating their ratings.

A.M. Best has an extensive database of nearly 6,000 Life/Health, Property Casualty and International companies. You can visit them at [www.ambest.com](http://www.ambest.com). For additional information regarding insurer financial strength ratings visit Standard and Poor's website at [www.standardandpoors.com](http://www.standardandpoors.com).

Our goal is to procure insurance for you with underwriters possessing the financial strength to perform. Alliant does not, however, guarantee the solvency of any underwriters with which insurance or reinsurance is placed and maintains no responsibility for any loss or damage arising from the financial failure or insolvency of any insurer. We encourage you to review the publicly available information collected to enable you to make an informed decision to accept or reject a particular underwriter. To learn more about companies doing business in your state, visit the Department of Insurance website for that state.



## NY Regulation 194

Alliant Insurance Services, Inc. is an insurance producer licensed by the State of New York. Insurance producers are authorized by their license to confer with insurance purchasers about the benefits, terms and conditions of insurance contracts; to offer advice concerning the substantive benefits of particular insurance contracts; to sell insurance; and to obtain insurance for purchasers. The role of the producer in any particular transaction typically involves one or more of these activities.

Compensation will be paid to the producer, based on the insurance contract the producer sells. Depending on the insurer(s) and insurance contract(s) the purchaser selects, compensation will be paid by the insurer(s) selling the insurance contract or by another third party. Such compensation may vary depending on a number of factors, including the insurance contract(s) and the insurer(s) the purchaser selects. In some cases, other factors such as the volume of business a producer provides to an insurer or the profitability of insurance contracts a producer provides to an insurer also may affect compensation.

The insurance purchaser may obtain information about compensation expected to be received by the producer based in whole or in part on the sale of insurance to the purchaser, and (if applicable) compensation expected to be received based in whole or in part on any alternative quotes presented to the purchaser by the producer, by requesting such information from the producer.

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## Other Disclosures / Disclaimers

### FATCA:

The Foreign Account Tax Compliance Act (FATCA) requires the notification of certain financial accounts to the United States Internal Revenue Service. Alliant does not provide tax advice so please contact your tax consultant for your obligation regarding FATCA.

### Claims Reporting:

Your policy will come with specific claim reporting requirements. Please make sure you understand these obligations. Contact your Alliant Service Team with any questions.

### Claims Made Policy:

This claims-made policy contains a requirement stating that this policy applies only to any claim first made against the Insured and reported to the insurer during the policy period or applicable extended reporting period. Claims must be submitted to the insurer during the policy period, or applicable extended reporting period, as required pursuant to the Claims/Loss Notification Clause within the policy in order for coverage to apply. Late reporting or failure to report pursuant to the policy's requirements could result in a disclaimer of coverage by the insurer.

## Other Disclosures / Disclaimers - Continued

### NRRA:

The Non-Admitted and Reinsurance Reform Act (NRRA) went into effect on July 21, 2011. Accordingly, surplus lines tax rates and regulations are subject to change which could result in an increase or decrease of the total surplus lines taxes and/or fees owed on this placement. If a change is required, we will promptly notify you. Any additional taxes and/or fees must be promptly remitted to Alliant Insurance Services, Inc.

### Changes and Developments

It is important that we be advised of any changes in your operations, which may have a bearing on the validity and/or adequacy of your insurance. The types of changes that concern us include, but are not limited to, those listed below:

- Changes in any operations such as expansion to another states, new products, or new applications of existing products.
- Travel to any state not previously disclosed.
- Mergers and/or acquisition of new companies and any change in business ownership, including percentages.
- Any newly assumed contractual liability, granting of indemnities or hold harmless agreements.
- Any changes in existing premises including vacancy, whether temporary or permanent, alterations, demolition, etc. Also, any new premises either purchased, constructed or occupied
- Circumstances which may require an increased liability insurance limit.
- Any changes in fire or theft protection such as the installation of or disconnection of sprinkler systems, burglar alarms, etc. This includes any alterations to the system.
- Immediate notification of any changes to a scheduled of equipment, property, vehicles, electronic data processing, etc.
- Property of yours that is in transit, unless previously discussed and/or currently insured.

## Other Disclosures / Disclaimers - Continued

### Certificates / Evidence of Insurance

A certificate is issued as a matter of information only and confers no rights upon the certificate holder. The certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by a policy. Nor does it constitute a contract between the issuing insurer(s), authorized representative, producer or certificate holder.

You may have signed contracts, leases or other agreements requiring you to provide this evidence. In those agreements, you may assume obligations and/or liability for others (Indemnification, Hold Harmless) and some of the obligations that are not covered by insurance. We recommend that you and your legal counsel review these documents.

In addition to providing a certificate of insurance, you may be required to name your client or customer on your policy as an additional insured. This is only possible with permission of the insurance company, added by endorsement and, in some cases, an additional premium.

By naming the certificate holder as additional insured, there are consequences to your risks and insurance policy including:

- Your policy limits are now shared with other entities; their claims involvement may reduce or exhaust your aggregate limit.
- Your policy may provide higher limits than required by contract; your full limits can be exposed to the additional insured.
- There may be conflicts in defense when your insurer has to defend both you and the additional insured.

***See Request to Bind Coverage page for acknowledgment of all disclaimers and disclosures.***

## Optional Coverages

The following represents a list of insurance coverages that are not included in this proposal, but are optional and may be available with further underwriting information.

Note some of these coverages may be included with limitations or insured elsewhere. This is a partial listing as you may have additional risks not contemplated here or are unique to your organization.

- Directors & Officers Liability
- Employed Lawyers
- Employment Practices Liability
- Event Cancellation
- Fiduciary Liability
- Fireworks Liability
- Foreign Insurance
- Garage Keepers Liability
- Kidnap & Ransom
- Law Enforcement Liability
- Media and Publishers Liability
- Medical Malpractice Liability
- Pollution Liability
- Owned/Non-Owned Aircraft
- Owned Watercraft
- Special Events Liability
- Student Accident
- Volunteer Accidental Death & Dismemberment (AD&D)
- Workers' Compensation
- Workplace Violence

## Glossary of Insurance Terms

Below are a couple of links to assist you in understanding the insurance terms you may find within your insurance coverages:

<http://insurancecommunityuniversity.com/UniversityResources/InsuranceGlossaryFREE.aspx>

<http://www.ambest.com/resource/glossary.html>

<http://www.irmi.com/online/insurance-glossary/default.aspx>

## Binding Requirements Recap

Below is a recap by Line of Coverage. **ALL** coverage(s) require the following:

- A written request to bind coverage
- All Surplus Lines Taxes/Fees are Fully Earned (only applies to a non-admitted carrier)

Coverage Line and Description of Subjectivity(ies)	Effective Date
<b>Property and Liability</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	<b>December 19, 2023</b>
<b>Cyber Liability</b> <ul style="list-style-type: none"> <li>• Current financials</li> </ul>	<b>December 19, 2023</b>

In order to complete the underwriting process, we require that you send us any additional information requested above. We are not required to bind coverage prior to our receipt and underwriting acceptance of the above information. However, if we do bind coverage prior to such acceptance, the terms and conditions as indicated above may be amended until such receipt and acceptance. Any agreement to bind coverage in connection with this proposal must be in writing from an authorized employee of the Insurer

## Request to Bind Coverage

Emergency Telephone System Board of DuPage County

We have reviewed the proposal and agree to the terms and conditions of the coverages presented. We are requesting coverage to be bound as outlined by coverage line below:

Coverage Line	Bind Coverage for:
Property and Liability	<input type="checkbox"/>
Cyber Liability	<input type="checkbox"/>

**Did you know that Alliant works with premium financing companies?  
Are you interested in financing your annual premium?**

Yes, please provide us with a financing quote.	No, we do not wish to finance our premium.
<input type="checkbox"/>	<input type="checkbox"/>

*This Authorization to Bind Coverage also acknowledges receipt and review of all disclaimers and disclosures, including exposures used to develop insurance terms, contained within this proposal.*

Signature of Authorized Insured Representative	Date
Title	
Printed / Typed Name	

**This proposal does not constitute a binder of insurance. Binding is subject to final carrier approval. *The actual terms and conditions of the policy will prevail.***



## QUOTATION SUMMARY

<b>Today's Date:</b>	10/12/2023		
<b>Named Insured:</b>	Emergency Telephone Systems Board of DuPage County		
<b>Coverage:</b>	Technology-Cyber-Privacy		
<b>Issuing Company:</b>	Hudson Excess Insurance Company (Non-Admitted)		
<b>Proposed Policy</b>	12/19/2023	<b>To</b>	12/19/2024

*We are pleased to provide an indication in response to your submission. As the representative of the insured, it is incumbent upon you to review the terms of this proposal carefully as the coverage, terms and conditions offered may be different than those requested. Socius Insurance Services, Inc. disclaims responsibility for your failure to reconcile the original submission with the coverage indicated herein.*

### Premium, Taxes & Fees

Premium	\$19,804.00
IL SL Tax 3.5%	\$693.00
IL Stamping Fee .04%	\$8.00
<b>Total</b>	<b>\$20,505.00</b>

### Binding Subjectivities

For Socius Insurance Services, LLC, operating as a part of RT Specialty, to file the surplus lines taxes on your behalf, please complete the surplus lines tax document (per the applicable state requirements) and return with your request to bind. Due to state regulations, Socius Insurance Services, LLC requires tax documents to be completed within 24 to 48 hours of binding. Please be diligent in returning tax forms.

This QUOTATION is subject to review if there are any significant changes in operations, exposure or experience prior to binding.

This QUOTATION is subject to receipt, review, and acceptance of the following items prior to binding:

1. See quote attached

## COMPENSATION NOTICE:

Depending upon the Insurer involved with your placement, we might also have an agreement with the Insurer that we are proposing for this placement that might pay us future additional compensation. This compensation could be based on formulas that consider the volume of business placed with the Insurer, the profitability of that business, how much of the business is retained for the Insurer's account each year, and potentially other factors. The agreements frequently consider total eligible premium from all clients placed during a calendar year and any incentive or contingent compensation is often received at a future date. Because of variables in these agreements, we often do not have an accurate means at the time of placement to determine the amount of any additional compensation that might be attributable to any single placement.

You, as the retail broker with the direct relationship with the Insured, must comply with all applicable laws and regulations related to disclosure of and consent and agreement to, compensation, and informing the Insured that it may request more information about producer or broker compensation that might be paid in connection with the Insured's placement. If we request a copy of any legally required insured consent or agreement, you will provide us with a copy. If you need additional information about the compensation arrangements for services provided by Socius Insurance Services, Inc. affiliates, please contact your Socius Insurance Services, Inc. representative.

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As the representative of your client, it is incumbent upon you to review the terms of this proposal carefully, as the coverage, terms and conditions proposed may be different than those requested by you. Socius Insurance Services, Inc. disclaims responsibility if you fail to reconcile the original submission with the coverages proposed herein.

**PLEASE NOTE:** You must inquire of your client and inform Socius immediately if any of the following events has occurred and has not yet been reported to Socius:

- a) Any material change in the information that you provided in the submission to Socius;
- b) Any claim made by or against your client, or any notice of potential claim, occurrence, circumstance or wrongful act given under the expiring policy (if applicable); or
- c) Any material change in the hazard or risk contemplated by the insurer.

**Please also note** that if any of the foregoing events has occurred, the insurer may rescind or amend the enclosed terms, indication or binder.

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Thank you for allowing us the opportunity to be of service.

All the best,

**Brett Klein**

The operations described herein are conducted by Socius Insurance Services, LLC ("Socius"). Socius is a California limited liability company and operates as a part of the RT Specialty division of the Ryan Specialty business. Socius is an indirect subsidiary of Ryan Specialty, LLC. Socius provides wholesale



insurance brokerage and other services to agents and brokers. As a wholesale broker, Socius does not solicit insurance from the public. Some products may only be available in certain states, and some products may only be available from surplus lines insurers. (California License # 0D60776) ©2023 Ryan Specialty, LLC.

**Date** October 11, 2023  
**Proposal for** Emergency Telephone System Board of DuPage County  
**Insurance Company** Hudson Excess Insurance Company (A+ XV)  
**Policy Form** HyperDrive® 2.0 Technology Services with CyberInfusion® Policy ([EUC0316T001](#))  
HyperDrive® 2.0 Technology Services with CyberInfusion® Dec ([EUC0316T002](#))  
Representation/Warranty/Application and Related Documents  
**Policy Term** Start Date: 12/19/2023 End Date: 12/19/2024  
**Retroactive Date for Third-Party Liability** 12/19/2020  
**First Party Loss Date** 12/19/2020  
**Security Event Date** 12/19/2020

Notices/Endorsements:	
<a href="#">EUC0216S815</a>	Service of Suit Illinois
<a href="#">EUC0423EE603</a>	Alternative Dispute Resolution
<a href="#">EUC0922EE706</a>	Biometric Information Exclusion
<a href="#">EUC1019T216</a>	Contingent Bodily Injury/Property Damage Change with Bricking Endorsement – Modified Content Restoration Expenses Definition
<a href="#">EUC1018T226</a>	System Failure Coverage - Modified Definition of Security Event
<a href="#">EUC0819EE510</a>	Social Engineering Loss with Expansion Endorsement with Security Breach Definition Change for Cyber Extortion Expenses

Where Do I Find
<u>Media?</u> See <b>Personal Injury</b> , <b>Content Injury</b> in the definition of <b>Glitch</b> in Part I – Covered, A. Insuring Agreement of the Third-Party Liability section.
<u>Privacy Regulatory?</u> See the exception to Exclusion 6 in Part II – Not Covered! Exclusions of the Third-Party Liability section. Also see definition of <b>Claim</b> and definition of <b>Damages</b> in Part II – Definitions of the Common Terms and Condition section.
<u>Dependent Business Interruption?</u> See the reference to <b>Trusted Party</b> in the definition of <b>Business Interruption</b> in Part I – Covered, A. Insuring Agreement of the Business Interruption section. Also see the definition of <b>Trusted Party</b> in Part II – Definitions of the Common Terms and Condition section.

**Premium for each optional coverage purchased will be added to the Basic Premium**

Policy Aggregate Limit	\$2,000,000
<b>THIRD-PARTY LIMIT AND RETENTION</b>	
Third-Party Liability Limit each <b>glitch</b>	\$1,000,000
Third-Party Liability Retention each <b>glitch</b>	\$10,000
<b>FIRST-PARTY LOSS LIMITS AND RETENTIONS</b>	
<b>BREACH RESPONSE EXPENSES</b>	
Aggregate Limit	\$1,000,000
Retention each <b>security breach</b>	\$10,000
<b>CONTENT RESTORATION EXPENSES</b>	
Aggregate Limit	\$1,000,000
Retention each <b>security breach</b>	\$10,000
<b>CYBER EXTORTION EXPENSES</b>	
Aggregate Limit	\$1,000,000
Retention each <b>security breach</b>	\$10,000
<b>PCI-DSS/PA-DSS FINES AND NON-COMPLIANCE</b>	
Aggregate Limit	\$1,000,000
Retention each <b>security breach</b>	\$10,000
<b>BUSINESS INTERRUPTION</b>	
Aggregate Limit	\$1,000,000
Time Retention each <b>security breach</b>	6 hours
Coinurance(%)	N/A
<b>*Basic Premium</b>	\$17,095
<b>SOCIAL ENGINEERING LOSS</b>	
Aggregate Limit	\$100,000
Retention each <b>security breach</b>	\$10,000
<b>CONTINGENT BODILY INJURY PROPERTY DAMAGE</b>	
Aggregate Limit	\$1,000,000
Additional Premium, %	10.00
<b>*Additional Premium</b>	
Social Engineering Loss	+\$1,000
Contingent BI/PD	+\$1,709
<b>*TOTAL PREMIUM</b>	\$19,804

\*Does not include surplus lines taxes and/or fees

<b>Subject To Our Receipt, Review, and Approval of the following:</b>		
<b>Description</b>	<b>Due Prior</b>	<b>To be satisfied (within # of days)</b>
Current financial statements (balance sheet and income statement - unaudited acceptable)	Issue	90

The terms and conditions being offered may not be the same or as broad as requested in the submission. It is important that you and the applicant carefully review this proposal prior to binding coverage.

**UNDER NO CIRCUMSTANCES IS COVERAGE BOUND WITHOUT WRITTEN CONFIRMATION FROM HUDSON INSURANCE GROUP. BINDERS AND CERTIFICATES OF INSURANCE MAY ONLY BE ISSUED BY HUDSON INSURANCE GROUP.**

You will report to us immediately, in writing, all changes in the applicant's business or circumstances that would result in a different statement or answer or different information than the ones previously provided to us when the change becomes known to you between the date of this application and the effective date of the policy, if a policy is issued. We reserve the right to modify or withdraw any proposal for insurance that we offer when we receive information about such changes.

This proposal is being offered by an excess and surplus lines insurer and must be placed with a licensed surplus lines agent or broker in order to bind this account. Surplus lines taxes and/or fees are in addition to the premium. These taxes and/or fees must be billed, collected, filed and paid by you.

Hudson Excess Insurance Company does not disclose any nonpublic personal information about individual policyholders or claimants to any affiliate or any non-affiliate third party other than those permitted by law and only for the purpose of transacting the business of the policyholder's insurance coverage or claim.

**PROTECT**  
YOUR **CREW,**  
YOUR **ASSETS,**  
YOUR **FUTURE.**

## DUPAGE COUNTY 911 EMERGENCY TELEPHONE SYSTEMS BOARD

**PRESENTED BY:** PUBLIC RISK UNDERWRITERS OF ILLINOIS LLC  
1320 CITY CENTER DRIVE STE 325  
CARMEL, IN 46032  
630.889.3516

**DATE:** 10/31/2023

This proposal is valid for 90 days.



# Table of Contents

THANK YOU FOR RENEWING .....	3
THE VFIS ADVANTAGE.....	4
RISK MANAGEMENT SERVICES .....	6
PROPOSAL.....	8
GENERAL INFORMATION .....	8
PROPERTY .....	9
PORTABLE EQUIPMENT .....	21
AUTO .....	24
GENERAL LIABILITY / PROFESSIONAL HEALTH CARE LIABILITY .....	27
MANAGEMENT LIABILITY .....	31
EXCESS LIABILITY .....	36
PROPOSAL NOTES .....	37
PREMIUM SUMMARY .....	38
PLUS MORE VALUE!.....	38
OTHER VFIS PRODUCTS AVAILABLE .....	39
VFIS ORDER FORM .....	40
CLAIMS-MADE MANAGEMENT LIABILITY SUPPLEMENTAL APPLICATION .....	41

## THANK YOU FOR RENEWING

Thank you so much for choosing to renew your insurance with VFIS. Your choice means a lot to us.

Since 1969, we have worked to provide quality support and protection, a focus on safety and training and legendary claims service to our clients. Together, our associates boast over 550+ years of combined emergency services experience, so we pride ourselves on not just serving your industry, but also on living it, respecting it and protecting it.

We hope you've felt the VFIS difference, and that it has inspired your choice to remain a client. As our client you are part of a large and growing group of emergency service organizations, including fire departments, ambulance and rescue squads and 911 centers. We take the responsibility of protecting your most important assets very seriously, and have dedicated our lives to protecting you just as you've dedicated yours to protecting others.

We understand the risks that you face each time you leave for a call, and have listened to your concerns for your family, crew, equipment and your station. It is our hope that because you have our customized insurance options, educational opportunities, training and risk management resources on your side, you can head out for those calls each day feeling more confident, secure and protected.

At VFIS, we look forward to continuing to serve you, and hope to continue to not only meet but exceed your expectations.

Please visit our website at [vfis.com](https://www.vfis.com) to learn more about the services we offer, or give us a call at 800.233.1957 to share stories and ideas or ask questions at any time.

Troy A. Markel  
President

**WE LIVE IT.**  
**WE RESPECT IT.**  
**WE PROTECT IT.**

## THE VFIS ADVANTAGE

Nothing is created equal. You clearly know the best fire truck manufacturer and the best place to get your gear. You wouldn't sacrifice quality for cost on these items, so why skimp on your insurance coverage?

At VFIS, we've seen the front lines and we pioneered insurance specifically for emergency services. We understand the risks you face every time you leave for a call. That's why we not only offer customized insurance options, but education, training and risk management resources to keep your skills on point. Add in our responsiveness, quality service and legendary claims handling and you can see what separates us from the rest.

Don't be fooled by a knock-off. You, your equipment and your crew deserve the best coverage. You dedicate your life to protecting others. We dedicate ours to protecting you.

On top of all of the best-in-class coverages and features ESO's have come to expect from VFIS, we also offer some **unique benefits our competitors just can't match.**

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### *Accident & Sickness*

- 200% of the Principal Sum for quadriplegia and paraplegia and 100% for hemiplegia
- Illness Loss of Life Benefit paying for death due to heart attack or stroke within 48 hours of an emergency response or physical training exercise vs. requiring such a death to be "caused by" a covered activity

### *Risk Management*

- 100+ "Manage Your Risk" best practice guidelines available for download
- Self-evaluation program to identify areas for improvement
- Technical assistance in interpreting and applying codes/standards and regulations
- Building replacement cost estimates
- On-site hazard identification and risk control surveys
- Industry cause of loss statistical reviews and individual loss trending studies
- On-site seminars regarding key loss exposures
- Safety focused ride along observation programs
- Provide resources that help with Human Resources

### *Specialty Benefits*

- Minimum 3% guaranteed rate of return on LOSAP funds
- Accidental burn and disfigurement and burial benefits
- Optional 200% line of duty coverage
- Critical illness coverage for heart attack, stroke, kidney failure and cancer
- Benefits paid out at lump sum upon diagnosis – not as an expense reimbursement
- 24 hour on-and-off duty benefits



## *Education, Training & Consulting Services*

Our staff has over 300 years of Emergency Services experience and we have industry alliance with CFSI, NVFC, NFPA, IAFC, NFFF, NEMSMA, NAEMSO, VCOS, FDSOA. We have a proud tradition and history of being a leader in providing our emergency services clients with quality training programs and other risk management tools. VFIS provides client access to;

- In person training programs
- Online training programs
- Downloadable training booklets & safety forms
- Safety posters
- A brief overview of the training material we offer can be found in our training resource catalog.  
[ETC-Resource-Catalog-VFIS.pdf](#)

## *Distance Learning*

VFIS University offers quality online education and training courses for emergency responders, many of which are recognized as meeting industry continuing education requirements, and you'll receive a certificate upon completion of each course.

All courses are available online 24/7 so you can work to better prepare for every call, help reduce your risk for injury and loss and increase your skillsets to better support your team and community – all from the convenience of your home or work computer.

## RISK MANAGEMENT SERVICES

VFIS is more than just a company that you can use to transfer risk. As a valuable service to your organization, VFIS provides Risk Control, Education and Training Services. Our Risk Control team is staffed by active emergency service personnel with more than 200 years of combined emergency service experience.

### *Employment Practices*

It's important to keep up with the latest on employment law liability issues. Through our VFIS HR Help portal, we work to keep our clients up to date and provide timely resources that educate and inspire good employment practices. Through [risktools.vfis.com](http://risktools.vfis.com) we provide:

- Web-based EPL training that tracks employees' progress and completion
- Tools to evaluate your current HR policies
- Articles highlighting relevant workplace issues
- Checklists to discover areas of exposure
- Lawsuit and court decision summaries
- Free model HR policies and forms for download

### *Communiqués/Safety Bulletins/Checklists*

VFIS has over 100 technical reference bulletins covering fire and EMS operations, vehicle operations, employment practices and ESO administration.

### *On-site Risk Assessments*

VFIS can provide on-site risk control assessments in evaluating the effectiveness of existing procedures for controlling potential loss exposures. These assessments, where requested, will be provided by a Certified Safety Professional with experience in fire and emergency medical services.

### *Self-Assessment Tools*

VFIS provides a web-based self-assessment guide (Mutual Aid by VFIS) which highlights known loss producing exposures and directs users to resources available to assist their organization in addressing them.

### *Newsletters*

VFIS provides quarterly newsletters covering emerging topics of concern to emergency service leaders and personnel.

## YOUR INSURANCE PROPOSAL

This proposal is prepared from information supplied to VFIS on the application submitted by your insurance representative.

The lines of business shown in this proposal are offered as a complete portfolio. Purchase of individual lines of business requires underwriting approval. This proposal may or may not contain all terms requested on the application. Proposed coverages are provided by the VFIS insurance policy forms and are subject to the terms, exclusions, conditions and limitations of those policy forms. Actual policies should be reviewed for specific details. Your insurance representative can provide specimen policies upon request.

Your exposure to loss changes over time. Keep your insurance representative informed of any changes, so your coverage can be updated. We strongly recommend frequent reviews of your operations and VFIS coverage with your insurance representative.

The proposed Property and Casualty coverage is underwritten by National Union Fire Insurance Company of Pittsburgh, Pa. (A.M. Best #19445). National Union Fire Insurance Company of Pittsburgh, Pa. is rated A (Excellent) in Financial Size Category XV by A.M. Best Company.

**VFIS Claims Management provides the claims management services for VFIS Program insureds exclusively.**

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The VFIS Program is administered by Volunteer Firemen's Insurance Services, Inc. CA Insurance Producer License #0B39073. Volunteer Firemen's Insurance Services, Inc., an American International Group, Inc. (AIG) company, is a premier manager and specialist of specialty commercial insurance markets in the U.S. This proposal provides a brief description of proposed insurance coverages for your consideration. It is not a contract of insurance. Refer to the actual insurance policy for a description of coverage, exclusions and conditions. Specimen policies are available for your review. All products and services are written or provided by subsidiaries or affiliates of AIG. Products or services may not be available in all countries, and coverage is subject to actual policy language. Certain property-casualty coverages may be provided by a surplus lines insurer. Surplus lines insurers do not generally participate in state guaranty funds and insureds are therefore not protected by such funds.

## PROPOSAL

### GENERAL INFORMATION

This Proposal reflects the renewal of policies listed below:

**Expiring Policy Number**

VFNU-TR-0025471-02

**Renewal Date**

12/19/2023

**First Named Insured:**

DUPAGE COUNTY 911 EMERGENCY TELEPHONE SYSTEMS BOARD

**Mailing Address:**

421 NORTH COUNTY FARM ROAD  
WHEATON, IL 60187

## PROPERTY

Insurer: National Union Fire Insurance Company of Pittsburgh, Pa.

### *Schedule of Locations*

<u>Premises</u>	<u>Item</u>	<u>Address</u>	<u>Occupancy</u>
1	1	666 S VISTA AVE ADDISON, IL 60101	MICROWAVE EQUIPMENT/ANTENNA
10	1	419 PLAINFIELD RD DARIEN, IL 60561	FIRE STATION
11	1	10 S 110 MADISON AVE BURR RIDGE, IL 60527	FIRE STATION
12	1	8259 WILLOW SPRINGS RD WILLOW SPRINGS, IL 60480	FIRE STATION
13	1	1970 PLAINFIELD RD LA GRANGE, IL 60525	FIRE STATION
14	1	7675 S WOLF RD LA GRANGE, IL 60525	FIRE STATION
15	1	10 N ADDISON RD ADDISON, IL 60101	FIRE STATION
16	1	666 S VISTA AVE ADDISON, IL 60101	FIRE STATION
17	1	100 N ROHLWING RD ADDISON, IL 60101	FIRE STATION
18	1	500 SYORK BENSENVILLE, IL 60106	FIRE STATION
19	1	1000 W WOOD ST BENSENVILLE, IL 60106	FIRE STATION
2	1	136 N COUNTY FARM RD WHEATON, IL 60187	SHELTER
2	2	136 N COUNTY FARM RD WHEATON, IL 60187	GENERATOR BLDG (INCLDS PERM ATTACH EQUIP
20	1	520 W IRVING PARK RD ITASCA, IL 60143	FIRE STATION
21	1	589 N WOOD DALE RD WOOD DALE, IL 60191	FIRE STATION
22	1	411 PARK LANE WOOD DALE, IL 60191	FIRE STATION
23	1	246 S GARY AVE BLOOMINGDALE, IL 60108	FIRE STATION
24	1	100 E MAPLE ROSELLE, IL 60172	FIRE STATION
25	1	1045 W LIES RD CAROL STREAM, IL 60188	FIRE STATION
26	1	179 S BLOOMINGDALE RD BLOOMINGDALE, IL 60108	FIRE STATION
27	1	365 KUHN RD CAROL STREAM, IL 60188	FIRE STATION
28	1	275 S SCHMALE RD CAROL STREAM, IL 60188	FIRE STATION

<u>Premises</u>	<u>Item</u>	<u>Address</u>	<u>Occupancy</u>
29	1	524 PENNSYLVANIA AVE GLEN ELLYN, IL 60137	FIRE STATION
3	1	LISLE TOLLWAY TOWER LISLE, IL 60532	MICROWAVE EQUIPMENT/ANTENNA
30	1	681 TAFT AVE GLEN ELLYN, IL 60137	FIRE STATION
31	1	1608 BLOOMINGDALE RD BLOOMINGDALE, IL 60108	FIRE STATION
32	1	1651 ATLANTIC DR WEST CHICAGO, IL 60185	FIRE STATION
33	1	200 FREEMONT ST WEST CHICAGO, IL 60185	FIRE STATION
34	1	8687 LEMONT RD DOWNERS GROVE, IL 60517	FIRE STATION
35	1	1080 COMMERCE DR WEST CHICAGO, IL 60185	FIRE STATION
36	1	1700 N MAIN WHEATON, IL 60187	FIRE STATION
37	1	1 FAPP CIRCLE WHEATON, IL 60187	FIRE STATION
38	1	1590 S PRESIDENT ST WHEATON, IL 60187	FIRE STATION
39	1	27 W 530 HIGH LAKE RD WINFIELD, IL 60190	FIRE STATION
4	1	420 COUNTY FARM RD WHEATON, IL 60187	DISPATCH CENTER & ETSB OFFICE
40	1	2560 WISCONSIN AVE DOWNERS GROVE, IL 60515	FIRE STATION
41	1	2705 INTERNATIONAL DR WEST CHICAGO, IL 60185	FIRE STATION
42	1	7550 LYMAN AVE DARIEN, IL 60561	FIRE STATION
43	1	5420 MAIN ST DOWNERS GROVE, IL 60515	FIRE STATION
44	1	3900 HIGHLAND AVE DOWNERS GROVE, IL 60515	FIRE STATION
45	1	6701 MAIN ST DOWNERS GROVE, IL 60515	FIRE STATION
46	1	1005 SCHOOL ST LISLE, IL 60532	FIRE STATION
47	1	7393 WOODRIDGE DR LISLE, IL 60532	FIRE STATION
48	1	3101 WOODRIDGE DR LISLE, IL 60532	FIRE STATION
49	1	2505 GREEN TRAILS DR LISLE, IL 60532	FIRE STATION
5	1	1471 JEFFREY DR ADDISON, IL 60101	DISPATCH CENTER
50	1	2005 WARRENVILLE RD LISLE, IL 60532	FIRE STATION

<u>Premises</u>	<u>Item</u>	<u>Address</u>	<u>Occupancy</u>
51	1	3 S 472 BATAVIA RD WARRENVILLE, IL 60555	FIRE STATION
52	1	234 NORTH OAK AVE BARTLETT, IL 60103	FIRE STATION
53	1	501 STRUCKMAN BLVD BARTLETT, IL 60103	FIRE STATION
54	1	1575 W BARTLETT RD BARTLETT, IL 60103	FIRE STATION
55	1	6850 BARRINGTON RD HANOVER PARK, IL 60133	FIRE STATION
56	1	3855 COUNTRY FARM RD HANOVER PARK, IL 60133	FIRE STATION
57	1	1440 S ARDMORE VILLA PARK, IL 60181	FIRE STATION
58	1	102 W PLYMOUTH ST VILLA PARK, IL 60181	FIRE STATION
59	1	316 PARK AVE CLARENDON HILLS, IL 60514	FIRE STATION
6	1	502 N CASS AVE WESTMONT, IL 60559	FIRE STATION
60	1	404 N YORK ST ELMHURST, IL 60126	FIRE STATION
61	1	601 S YORK ST ELMHURST, IL 60126	FIRE STATION
62	1	121 SYMONDS DR HINSDALE, IL 60521	FIRE STATION
63	1	2020 HIGHLAND AVE LOMBARD, IL 60148	FIRE STATION
64	1	50 E ST CHARLES RD LOMBARD, IL 60148	FIRE STATION
65	1	725 ENTERPRISE DR OAK BROOK, IL 60523	FIRE STATION
66	1	1200 OAK BROOK RD OAK BROOK, IL 60523	FIRE STATION
67	1	17 W 400 BUTTERFIELD RD OAK BROOK, IL 60521	FIRE STATION
68	1	1517 S MEYERS RD LOMBARD, IL 60148	FIRE STATION
7	1	6015 S CASS AVE WESTMONT, IL 60559	FIRE STATION
8	1	9096 JOLIET RD HODGKINS, IL 60525	FIRE STATION
9	1	236 SUNRISE AVE WILLOWBROOK, IL 60527	FIRE STATION

### *Schedule of Limits & Deductibles*

Property Deductible: \$5,000

Blanket Contents Limit: \$17,321,192 \* below indicates Contents included in Blanket Limit

<u>Premises/ Item</u>	<u>Building Limit</u>	<u>Building Valuation</u>	<u>Contents Limit</u>	<u>Contents Valuation</u>	<u>Earthquake Deductible</u>	<u>Flood Deductible</u>	<u>Wind Hail Deductible</u>
1 / 1	\$44,141	GRC	Not Covered	N/A	5%	\$1,000	N/A
10 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
11 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
12 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
13 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
14 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
15 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
16 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
17 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
18 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
19 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
2 / 1	Not Covered	N/A	\$25,774 *	RC	5%	\$1,000	N/A
2 / 2	Not Covered	N/A	\$80,981 *	RC	5%	\$1,000	N/A
20 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
21 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
22 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
23 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
24 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
25 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
26 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
27 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
28 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
29 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
3 / 1	\$75,356	GRC	Not Covered	N/A	5%	\$1,000	N/A
30 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A



<u>Premises/ Item</u>	<u>Building Limit</u>	<u>Building Valuation</u>	<u>Contents Limit</u>	<u>Contents Valuation</u>	<u>Earthquake Deductible</u>	<u>Flood Deductible</u>	<u>Wind Hail Deductible</u>
31 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
32 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
33 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
34 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
35 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
36 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
37 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
38 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
39 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
4 / 1	Not Covered	N/A	\$8,643,987 *	RC	5%	\$1,000	N/A
40 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
41 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
42 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
43 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
44 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
45 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
46 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
47 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
48 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
49 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
5 / 1	Not Covered	N/A	\$7,562,387 *	RC	5%	\$1,000	N/A
50 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
51 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
52 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A

<u>Premises/ Item</u>	<u>Building Limit</u>	<u>Building Valuation</u>	<u>Contents Limit</u>	<u>Contents Valuation</u>	<u>Earthquake Deductible</u>	<u>Flood Deductible</u>	<u>Wind Hail Deductible</u>
53 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
54 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
55 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
56 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
57 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
58 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
59 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
6 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
60 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
61 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
62 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
63 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
64 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
65 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
66 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
67 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
68 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
7 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
8 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A
9 / 1	Not Covered	N/A	\$16,001 *	RC	5%	\$1,000	N/A

### *Valuation Basis*

VFIS insures property on a **guaranteed replacement cost (GRC)**, **replacement cost (RC)**, **actual cash value (ACV)** or **functional replacement cost (FRC)** basis. The Schedule of Limits shows how your property was quoted.

## Descriptions

**Guaranteed replacement cost** pays to replace your property, without deduction for depreciation, even if the replacement cost is greater than the limit on the policy. Here's an example:

	<u>With GRC</u>	<u>Without GRC</u>
<b>Policy limit:</b>	\$100,000	\$100,000
<b>Actual cost to replace:</b>	\$125,000	\$125,000
<b>Policy pays:</b>	\$125,000	\$100,000
<b>You would have to pay:</b>	\$0	\$25,000

**Replacement cost** pays to replace your property, without deduction for depreciation, but is subject to the limit on the policy.

**Actual cash value** pays the cost to replace your property, subject to depreciation and subject to the limit on the policy.

**Functional replacement cost** pays to replace your property with similar property intended to perform the same function, when replacement with identical property is impossible or unnecessary; it's subject to the limit you select.

## PROPERTY – COVERAGE HIGHLIGHTS

*The following apply unless noted otherwise in this proposal:*

### Loss of Income

Protects your organization's loss of income if your operations are interrupted because of a covered loss to your buildings or contents.

Includes increased time due to enforcement of an ordinance or law.

No dollar limit; covers the actual loss of income you sustain during the period of restoration for up to 24 months.

**Example:** Because of serious wind damage to the roof of the fire station, a volunteer fire company is unable to hold the twice-weekly bingo games they count on to fund their operations. This coverage would pay for the lost income until the roof is repaired and the bingo games can resume.

### Extra Expense

Protects your organization from extra expense you incur if your operations are interrupted because of a covered loss to your buildings or contents, provided the extra expense is necessary to minimize your down-time and continue operations.

Includes increased time due to enforcement of an ordinance or law.

No dollar limit; covers the extra expense (over and above your normal operating expense) incurred during the period of restoration for up to 24 months.

**Example:** An ambulance squad suffers a total loss to their main garaging location due to a fire. In order to continue responding to calls, they must lease space from the local municipality for the time it takes to rebuild their garage. This coverage would pay for the extra costs (rent, phone installation, furniture leasing and so forth) needed to do so.

### Utility Service Interruption

Loss of Income and extra expense is extended to cover an interruption in utility services to your premises, if utility interruption occurs as a result of a covered cause of loss.

Subject to a 72 hour waiting period.

### Ordinance Coverage

Applies to buildings insured on a guaranteed replacement cost basis or on a replacement cost basis.

Will pay for the loss of value of the undamaged portion of a building that must be torn down, following a covered loss, because of applicable local, state or federal building codes. If the building is written on a replacement cost basis, the amount paid for such loss is included in your building limit and does not increase it.

Will pay for the cost to demolish the undamaged portion of the building, clear the site, and repair or rebuild according to code. These costs are covered up to 100% of the amount paid for the initial direct physical loss or damage to the building.

**Examples** of costs covered by this extension include updated electrical systems to comply with local building codes, or improved rest room facilities that are accessible to disabled people.

## PROPERTY – COVERAGE HIGHLIGHTS – continued

<b>Earthquake</b>	<p>Applies to the full amount of coverage you carry on buildings and contents (no sub-limit).</p> <p>Includes volcanic action.</p> <p>A special 5% deductible applies to the value of the building and personal property for each item.</p>
<b>Flood</b>	<p>Applies to the full amount of coverage you carry on buildings and contents (no sub-limit).</p> <p>A special \$1,000 deductible applies per premises.</p>
<b>Equipment Breakdown</b>	<p>Covers the mechanical breakdown of equipment or the explosion of pressure vessels at your premises. Covered equipment includes such things as refrigeration equipment, air conditioners, cascade units and boilers.</p> <p>Covers the mechanical breakdown of certain types of portable equipment (mobile cascade units, mobile generators, portable pumping units, jaws-of-life) away from your premises.</p> <p>Covers loss of income or extra expense your organization may suffer if your utilities are interrupted as a result of an accident to covered equipment owned by your landlord or utility company.</p> <p>No dollar limit.</p>
<b>Other Perils (not covered by many property policies)</b>	<p>Damage caused by the back-up of sewers and drains.</p> <p>Damage caused by artificially generated electrical currents.</p> <p>Damage caused by changes in temperature or humidity.</p>
<b>Arson Reward</b>	<p>Limit of \$25,000.</p> <p>For the reimbursement of your payment of rewards which provide information related to arson fire.</p> <p>No deductible.</p>
<b>Crisis Incident Response Coverage</b>	<p>We will pay up to \$25,000 for any one crisis incident that results in crisis management expenses (to restore your public image) or post-crisis counseling services.</p>
<b>Debris Removal</b>	<p>Covered without limit if the expense is incurred as a result of a covered cause of loss.</p>
<b>Contents Off-Premises</b>	<p>Pays the greater of \$100,000 or your highest contents limit at any location.</p> <p>Does not apply to portable equipment.</p>
<b>Newly Acquired Property</b>	<p>Automatically covers newly acquired buildings, buildings under construction, and contents at newly acquired locations.</p> <p>The automatic feature lasts for 90 days or the end of the policy period, whichever is later.</p> <p>Limits are \$2,500,000 for buildings and \$500,000 for contents.</p>

## PROPERTY – COVERAGE HIGHLIGHTS – continued

<b>Fine Arts</b>	Limit of \$50,000 when there is a certified appraisal; otherwise the limit is \$25,000 subject to \$1,500 limit per item.
<b>Money &amp; Securities</b>	Covers theft, disappearance or destruction on-premises or off-premises. Automatic \$50,000 limit; higher limits are available.
<b>Trees, Shrubs, Plants &amp; Lawns</b>	Covered against loss by fire, lightning, explosion, civil commotion, aircraft, vehicles and vandalism.  No dollar limit.
<b>Glass Deductible Waiver</b>	Property deductible is waived when loss only involves building glass.
<b>Personal Effects</b>	Applies on-premises only.  Primary coverage (not excess over a homeowners policy, for example).  For members, full replacement cost with no dollar limit.  For non-members, a limit of \$1,500 per person applies.  No deductible.
<b>Member's Property (other than personal effects)</b>	Limit of \$5,000 (for items such as computers, all-terrain vehicles, snowmobiles, golf carts, personal watercraft, tools and firearms).  Primary Coverage and not excess over a homeowners policy.  No deductible.
<b>Member's Real Property Deductible Reimbursement</b>	We will provide up to \$1,000 deductible reimbursement for damage to members residence when responding to an emergency on your behalf.  No deductible.
<b>Pollution Clean-Up</b>	Applies on-premises only.  Limit of \$150,000 for remediation expense you incur resulting from fire, lightning, windstorm, hail, explosion, civil commotion, vehicles, aircraft, smoke, vandalism, sprinkler leakage, sinkhole collapse, volcanic action, falling objects, the weight of ice / snow / sleet, or water damage.  Limit of \$25,000 for all other covered causes of loss.
<b>Sirens &amp; Antennas</b>	Sirens, antennas, towers and similar structures and their associated equipment are automatically covered away from your scheduled premises, if you have building coverage with VFIS.  No sub-limit applies.
<b>Permanently Installed Property Off-Premises</b>	Limit of \$125,000.  Applies to outdoor property permanently installed away from your premises.  Includes traffic control devices, statues, signs, monuments and fire hydrants.

## PROPERTY – COVERAGE HIGHLIGHTS – continued

<b>Commandeered Property of Others</b>	<p>Replacement cost coverage for any commandeered property other than autos.</p> <p>Includes the owner's loss of use.</p> <p>No dollar limit.</p> <p>No deductible if commandeered property belongs to volunteer, employee, director, officer or trustee.</p>
<b>Computer Software</b>	<p>Automatic coverage for the cost of restoring or replacing your organization's data and the media on which it is stored.</p> <p>Covered causes of loss include computer virus and the breakdown of computer hardware.</p> <p>Applies on-premises or off-premises.</p> <p>Automatic limit of \$250,000, higher limits are available.</p>
<b>Unintentional Errors and Omissions</b>	<p>Limit of \$500,000.</p> <p>Covers for unintentionally omitting real property at the time of application or unintentionally failing to report all real property prior to the beginning of the policy period.</p>
<b>Vehicle Parts</b>	<p>Limit of \$25,000.</p> <p>Automatically covers vehicle stock owned by you and stored inside a building or at your location.</p>
<b>Valuable Papers &amp; Records</b>	<p>Pays the costs you incur to restore or replace any such documents following a covered loss.</p> <p>No dollar limit.</p> <p>Applies on-premises or off-premises.</p>
<b>Accounts Receivable</b>	<p>Pays the costs you incur in restoring your accounts receivable records following a covered loss.</p> <p>Also pays amounts you can't collect if your accounts receivable records can't be restored.</p> <p>No dollar limit.</p> <p>Applies on-premises or off-premises.</p>
<b>Lock and Key Replacement</b>	<p>Limit of \$25,000 to reimburse you for lock and key replacement after theft at your location.</p> <p>No deductible.</p>

## PROPERTY – COVERAGE HIGHLIGHTS – continued

<b>Recharge Costs</b>	<p>Will pay the cost to recharge fire extinguishing equipment at your premises regardless of whether the discharge was accidental or was the result of a covered cause of loss.</p> <p>No dollar limit.</p> <p>No deductible.</p>
<b>Limited Coverage for Fungus, Wet Rot, Dry Rot or Bacteria</b>	<p>A standard exclusion applies to loss or damage caused by fungus, wet rot, dry rot or bacteria.</p> <p>However, the exclusion doesn't apply if the fungus, wet rot, dry rot or bacteria results from fire or lightning.</p> <p>An extension has been added to provide a \$25,000 sub-limit if the fungus, wet rot, dry rot or bacteria arises from flood or from a specified cause of loss, as defined in the policy. This sub-limit is the most that will be paid in any policy term regardless of the number of occurrences.</p>
<b>Deductible Waiver</b>	<p>If a Property claim occurs in conjunction with a claim under a VFIS Auto Physical Damage or Portable Equipment coverage, the various deductibles will not be stacked.</p> <p>Only one deductible, the largest, will apply.</p>
<b>Coinsurance</b>	<p>Does not apply to your buildings if they're insured on a guaranteed replacement cost basis.</p> <p>Does not apply to your contents if they're insured on a replacement cost basis or on a guaranteed replacement cost basis.</p>
<b>Mechanics Tools</b>	<p>Members tools are included as personal property on a replacement cost basis.</p>



# PORTABLE EQUIPMENT

Insurer: National Union Fire Insurance Company of Pittsburgh, Pa.

## Blanket Portable Equipment Coverage

<u>Covered For</u>	<u>Limit</u>	<u>Deductible</u>
All causes of physical loss unless excluded	Guaranteed Replacement Cost	\$5,000

If Portable Equipment coverage is provided on a blanket basis, coverage is provided for all portable firefighting, ambulance and rescue related equipment owned or furnished for your regular use. Note that boats over 100 horsepower are not covered under blanket; they must be scheduled.

## PORTABLE EQUIPMENT – COVERAGE HIGHLIGHTS

*The following apply unless noted otherwise in this proposal:*

<b>Personal Effects</b>	<p>Applies on and off premises while on authorized duty.</p> <p>Primary coverage (not excess over a homeowners policy, for example).</p> <p>Full replacement cost with no dollar limit.</p> <p>No deductible.</p>
<b>Non-owned Portable Equipment</b>	<p>Coverage for portable equipment of others temporarily in your possession.</p> <p>Automatic \$50,000 limit.</p>
<b>Unmanned Aircraft (Drones)</b>	<p>Pays to repair or replace your lost or damaged unmanned aircraft.</p> <p>Coverage does not apply when the unmanned aircraft is:</p> <ol style="list-style-type: none"> <li>1. rented, leased or loaned to others without an operator who is your employee or volunteer</li> <li>2. used in any professional or organized racing, demolition or stunting activity. This includes practicing for such activity.</li> </ol> <p>\$500 deductible applies.</p> <p>Pays up to \$35,000 in any one occurrence.</p>
<b>Deductible Waiver</b>	<p>If a Portable Equipment claim occurs in conjunction with a claim under a VFIS Auto Physical Damage or Property coverage, the various deductibles will not be stacked.</p> <p>Only one deductible, the largest, will apply.</p> <p>The deductible will be waived after three consecutive years with no portable equipment losses.</p>
<b>Coverage to Replace Obsolete Chargers</b>	<p>We will pay for new compatible mobile or stationary chargers when associated covered portable equipment is damaged and replaced.</p>
<b>Theft of Portable Equipment by Member</b>	<p>At your request we will pay up to \$5,000 for portable equipment taken by a volunteer or employee no longer affiliated with your organization provided the equipment is reported as stolen.</p> <p>The most we will pay in one year is \$10,000.</p>
<b>Trailers Used to Transport Covered PE</b>	<p>Physical damage coverage is provided automatically if the primary use of the trailer is to provide mobility to other covered portable equipment.</p> <div data-bbox="597 1514 1386 1612" style="border: 1px solid black; padding: 5px;"> <p><b>Example:</b> A portable generator is installed on a small trailer that can be pulled to an emergency scene by a number of vehicles; both the generator and its trailer would be covered under Blanket Portable Equipment.</p> </div>
<b>Blanket Coverage</b>	<p>Applies to:</p> <ol style="list-style-type: none"> <li>1. All boats up to 100 horsepower, and</li> <li>2. All jet skis and waverunners regardless of horsepower.</li> </ol>
<b>Scheduled Coverage</b>	<p>Required for boats in excess of 100 horsepower.</p>
<b>Reporting</b>	<p>No need to determine equipment values if you select blanket coverage.</p> <p>VFIS will rate the coverage based on the number and type of vehicles you use.</p>

If you have properly reported all such vehicles, your portable equipment is covered up to its full replacement cost.

**Temporary Storage for  
Portable Equipment**

Provides coverage for your incurred costs to obtain temporary storage for portable equipment due to a covered loss or as a result of a motor vehicle accident. Coverage is provided for costs incurred up to 60 days, but not more than \$5,000.

**Accident-Impaired Patient  
Transport Equipment  
Reimbursement**

We will reimburse up to \$10,000 each policy period for amounts paid to replace patient transport equipment that had its warranty voided following a motor vehicle accident, even though it did not sustain observable physical damage.

## AUTO

Insurer: National Union Fire Insurance Company of Pittsburgh, Pa.

<u>Coverage</u>	<u>Symbols</u>	<u>Limits</u>
Bodily Injury / Property Damage Combined Single Limit	8,9	\$1,000,000
"No Fault" or Statutory Personal Injury Protection		Not Included
Medical Payments		Not Included
Uninsured Motorists	8,9	\$1,000,000
Underinsured Motorists Insurance	8	\$1,000,000
Hired & Borrowed Vehicles		Included
Commandeered Vehicles		Included
Volunteers/Employees as Insureds Under Non-Owned Autos		Included (Excess)
Temporary Substitute Vehicles		Included
Fellow Member Liability		Included
Incidental Garage Liability		Not Included
Physical Damage Comprehensive	10	see Schedule of Vehicles
Physical Damage Collision	10	see Schedule of Vehicles

## AUTO LIABILITY – COVERAGE HIGHLIGHTS

The following apply unless noted otherwise in this proposal:

<b>Non-Owned Automobile</b>	<p>Covers your liability for vehicles hired, borrowed, or otherwise used on your behalf on an <i>excess basis</i>.</p> <p>Covers your liability for commandeered vehicles used on your behalf on a <i>primary basis</i>.</p>
<b>Volunteers/Employees as Insureds Under Non-Owned Automobiles</b>	<p>Volunteers/employees are covered while operating their own personal vehicle on behalf of the emergency service organization.</p> <p>Coverage is on an <i>excess basis</i>.</p>
<b>Additional Insured-Automatic</b>	<p>Any person or organization for which you have agreed in writing in a contract to be added as an additional insured.</p>
<b>Expected or Intended Injury</b>	<p>Included for Bodily Injury or Property Damage when resulting from actions taken to protect persons or property.</p>
<b>Temporary Substitute Vehicle</b>	<p>Coverage is provided when a replacement vehicle is loaned to you while a covered vehicle is temporarily out of service.</p> <p>Coverage is on a <i>primary basis</i>.</p>
<b>Owner of Commandeered Auto as an Insured</b>	<p>The owner of a commandeered auto in your temporary care, custody or control that is being used as part of an emergency operation is an insured.</p> <p>Coverage is on a <i>primary basis</i>.</p>
<b>Uninsured Motorist/Underinsured Motorist</b>	<p>Covers your organization for bodily injury and/or property damage sustained by an eligible party caused by a negligent uninsured/underinsured motorist or hit-and-run motorist, based on your state laws.</p>
<b>Fellow Member Liability</b>	<p>Covers your volunteers and employees should they accidentally injure a co-volunteer or co-employee arising out of the use of a covered vehicle.</p> <p>Note that the protection applies to the <i>individual</i> against whom the claim is made, whether or not a claim is made against you (the insured organization).</p>

**Example:** A department is temporarily loaned an ambulance while their covered ambulance is being serviced. The loaner is involved in an intersection accident injuring civilians. Liability coverage would be provided to the department on a primary basis up to the policy limit.

**Example:** A fire truck is responding to an emergency call with lights and sirens activated. The vehicle operator fails to see a civilian vehicle resulting in a collision, injuring several passenger firefighters. Fellow member auto liability coverage would be provided to the fire truck driver up to the limit of the policy for claims arising from the injured passenger firefighters.

## AUTO PHYSICAL DAMAGE – COVERAGE HIGHLIGHTS

**Volunteers' or Employees' Personal Automobiles** Covers damage to a member's personally owned vehicle:

1. while enroute to, during, or returning from an emergency or other activity on behalf of your organization, and
2. resulting from a covered cause of loss.

Reimburses the member's deductible up to \$2,500 if insurance is carried or actual cash value if no insurance is carried. Member is required to maintain minimum state liability coverage.

**Owned Equipment  
Installed in Non-  
Owned Automobiles**

Extended to equipment owned by the organization that's permanently installed in non-owned autos.

## GENERAL LIABILITY / PROFESSIONAL HEALTH CARE LIABILITY

Insurer: National Union Fire Insurance Company of Pittsburgh, Pa.

This coverage contains the following four sections:

- **Coverage A. Bodily Injury and Property Damage Liability** protects you when claims are made against you because of injury to others or damage to their property, unless caused by an auto.
- **Coverage B. Personal and Advertising Injury Liability** protects you when claims are made against you because of offenses such as false arrest, wrongful eviction or slander.
- **Coverage C. Professional Health Care Liability** protects you when claims are made against you as a result of your handling of patients, or providing, or failing to provide, medical services.
- **Coverage D. Medical Expense** protects you when claims are made against you as a result of injuries suffered by the public (not your volunteers or employees) because of your premises or operations. These expenses are payable even if the injury occurred through no fault of your own.

### Coverages

### Limits

Coverages A. and C. Each Occurrence or Medical Incident .....	\$1,000,000
Coverage B. Personal and Advertising Injury (each offense) .....	\$1,000,000
Coverage A. Fire Damage Legal Liability (any one fire).....	\$1,000,000
Coverage D. Medical Expense (any one person) .....	\$10,000

### **Coverage Aggregates**

General Aggregate (the total payable in any policy term) .....	\$3,000,000
Products / Completed Operations Aggregate (the total payable in any policy term) .....	\$3,000,000

### Optional Coverages (apply only if checked)

#### ☐ Employer's (Stop Gap) Liability

- Provides General Liability and Auto Liability coverage to you (the insured organization) if a volunteer or employee alleges they were injured on the job and are entitled to sue the organization and seek damages beyond the benefits available under the applicable Workers' Compensation statute.
- Needed when the insured's Workers' Compensation policy provided for your volunteers and/or employees does not contain Part Two – Employer's Liability.

#### ☐ Owned Watercraft Liability (boats exceeding 100 horsepower)

## GENERAL LIABILITY – COVERAGE HIGHLIGHTS

*The following apply unless noted otherwise in this proposal:*

### **Volunteers and Employees as Insureds**

Covers all volunteers (whether or not they are members of your organization) and employees are covered while acting on behalf of your organization.

Other insureds include your officers, directors, commissioners or trustees.

Also included are the owners of any property you commandeer.

VFIS coverage is primary for all of the above insureds, not excess of any personal insurance that may apply.

Your medical director (if any) is an insured for actions taken on your behalf, with these stipulations:

1. Coverage doesn't apply to liability arising from any physician's providing or failing to provide on-line medical direction or medical command via a telecommunications device, and
2. Hands-on treatment of a patient by a physician is excess of any medical malpractice insurance carried by the physician.

### **Blanket Additional Insureds**

Automatically covers any person or organization required by contract to be an additional insured, but only for their liability arising out of your premises or operations.

The contract must be in effect before the injury or damage occurs.

### **Fellow Member Liability**

Covers your volunteers and employees should they accidentally injure a co-volunteer or co-employee while working on your behalf.

Note that the protection applies to the individual against whom the claim is made, whether or not a claim is made against you (the insured organization).

### **"Good Samaritan" Liability**

Covers your volunteer members and employees for liability arising from actions on their own to render services at the scene of an emergency requiring immediate action.

Applies to professional health care or any other services.

To qualify as a "Good Samaritan," the individual must act independently of your organization or any other organization.

### **Unlimited Defense Costs**

The cost to defend you against covered claims is the responsibility of the company and will not erode your liability limits.

### **Intentional Acts**

Provides liability protection if, in an attempt to save lives or protect property, your volunteers or employees intentionally cause bodily injury or property damage.

**Example (bodily injury):** A distraught relative of a heart attack victim must be restrained in order for you to administer care to the patient, and in the process the relative is injured.

**Example (property damage):** In order to gain access to a small fire in one apartment unit, a firefighter breaks down a door to a different unit that is not in imminent danger.



## GENERAL LIABILITY – COVERAGE HIGHLIGHTS – continued

### **Pollution Liability**

Covers you for bodily injury or property damage arising out of a pollution incident resulting from any of the following:

1. emergency operations away from your premises,
2. training activities, or
3. water runoff from the cleaning of equipment.

Covers you for bodily injury or property damage arising out of an asbestos incident resulting from either of the following:

1. emergency operations away from your premises, or
2. training activities away from your premises.

Covers you for Pollution Liability for your Above Ground Storage tanks. Coverage applies on a named peril basis. You must notify us of the incident as soon as practicable and not more than 14 days after the incident ends.

### **Liquor Liability**

Covers you for bodily injury or property damage arising out of the serving or selling of alcoholic beverages.

If alcoholic beverages are sold, VFIS requires that you obtain the proper license or permit, comply with our liquor loss control recommendation, and pay the applicable premium charge.

### **Contractual Liability**

Covers you for the liability you agreed to assume of another party, either orally or in writing.

The claim must be otherwise covered (not excluded).

**Example:** Farmer Brown agrees to allow a fire department to use his pasture to hold a flea market, as long as any injuries to the public are agreed to be the responsibility of the fire department and not of Farmer Brown.

### **Watercraft Liability**

Automatic coverage for injury or damage arising from your use of the following:

1. non-owned boats,
2. owned boats that are not powered by motors,
3. owned boats that are powered by motors of not more than 100 horsepower, and
4. jet skis and waverunners regardless of horsepower.

### **Unmanned Aircraft (Drones)**

Covers you for unmanned aircraft owned, operated, rented or loaned to you.

Unmanned aircraft means an aircraft weighing 15 pounds or less that is not designed, manufactured or modified after manufacture to be controlled directly by a person from within or on the aircraft.

Unmanned aircraft includes equipment used with the unmanned aircraft, provided such equipment is attached to or essential for its operation.

### **Fire Damage Legal Liability**

Covers you for liability for fire damage to buildings your organization may rent or otherwise occupy with the permission of the owner.

A similar provision covers your liability for other than fire damage to buildings or contents rented or loaned to you for not more than 30 consecutive days.

### **Damage to Property of Persons Receiving Services**

Covers you for liability for a personal property loss suffered by a member of the public receiving services from you, provided the loss is caused by theft, physical damage or disappearance.

Subject to a \$100 deductible each occurrence.

**Example:** A patient transported by ambulance to the hospital notices shortly after arrival that his wallet and Rolex watch are missing; he files a claim against the ambulance squad alleging theft of the property.

**Expanded  
Aggregate Limit**

The General Aggregate Limit shown in the schedule applies separately to:

1. each named insured (unless you have selected a \$10,000,000 aggregate limit),  
and
2. each location you own or rent.

## MANAGEMENT LIABILITY

Insurer: National Union Fire Insurance Company of Pittsburgh, Pa.

### Limits

Each Offense or Wrongful Act .....	\$1,000,000
Aggregate (the total payable in any policy term) .....	\$3,000,000
Defense Expense for Injunctive Relief .....	\$100,000

#### ☒ "Claims made" basis

- This means that coverage is provided only for claims that are reported during the policy period, regardless of when the incident giving rise to a claim occurred. VFIS covers claims arising from incidents that occurred prior to the initial policy period as long as you had no reason to suspect that a claim might be presented as a result of the incident.
- If you are aware of any such incidents, be sure to report them to your agent immediately.

**A signed and dated application is required before coverage can be bound.**

#### ☐ "Occurrence" basis

- This means that coverage is provided only for claims arising out of incidents that occur during the policy period, regardless of when the claim is eventually reported.
- You should not purchase occurrence coverage unless:
  - You are currently insured on an occurrence basis, or
  - You are currently insured on a claims made basis and you have decided to purchase a supplemental extended reporting period from your current carrier.

### *Cyber Liability and Privacy Crisis Management Expense*

- **Cyber Liability** protects you when claims are made against you for monetary damages arising out of an electronic information security event.
- **Privacy Crisis Management Expense** reimburses for expenses you incur as a result of a privacy crisis management event first discovered during the policy period. This first party coverage is intended to provide professional expertise in the identification and mitigation of a privacy breach while satisfying all Federal and State statutory requirements.
- **Cyber Extortion Expense** reimburses for expenses you incur as a result of a cyber extortion threat first made against you during the policy period.

#### **Cyber Liability**

Each Event Limit:	\$1,000,000	Each Electronic Information Security Event
Retroactive Date:	None	

#### **Privacy Crisis Management Expense**

Each Event Limit:	\$50,000	Each Privacy Event
Retroactive Date:	None	
Deductible:	\$0	Each Privacy Event

#### **Cyber Extortion Expense**

Each Event Limit:	\$20,000	Each Cyber Extortion Threat
Deductible:	\$0	Each Cyber Extortion Threat

#### **Privacy Crisis Management Expense and Cyber Extortion Expense**

Aggregate Limit:	\$50,000	Aggregate
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## MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

Management Liability coverage protects you against claims for monetary damages arising out of:

**Employment-related practices**, such as wrongful termination, failure to promote or sexual harassment.

***Example:** A paid firefighter is terminated in July of 1999, and she is unable to find other similar employment until January of 2001. At a trial held later that year, she is successful in proving that she was wrongfully terminated and is awarded lost wages for the eighteen months she was unemployed. The organization's liability for these wages would be covered; liability for back wages, overtime or similar damages required by law or regulation are the obligation of the organization and would not be covered. This coverage would provide you with the cost of your legal defense, and pay an award up to the limit of liability.*

Errors in the **administration of employee benefit plans**, such as Accident and Sickness coverage, Group Life or Workers' Compensation.

***Example:** A paramedic covered under an Accident & Sickness policy gives instructions to the squad's insurance administrator to name his daughter as his beneficiary. Following his death from an on-the-job traffic accident, his daughter learns that she is not entitled to any benefits under the policy because the change of beneficiary card was misplaced and never processed. She brings suit to recover the money she would have received had the change of beneficiary been handled properly. This coverage would provide you with the cost of your legal defense, and pay an award up to the limit of liability.*

Other **wrongful acts** not specifically excluded.

***Example:** A taxpayer group brings suit against their fire district and its commissioners, alleging the improper spending of public funds. They argue that the commissioners have wasted their tax money by purchasing a state-of-the-art aerial device for \$750,000 even though there are no structures in the district more than two stories tall. This coverage would provide you and your commissioners with the cost of your legal defense, and pay an award up to the limit of liability.*

***Example:** Bids are solicited from outside contractors to build a new ambulance garage. The lowest bid is not accepted, even though it was made by a fully qualified contractor of good reputation. The contractor sues the ambulance district, arguing that his bid was rejected for no good reason and alleging favoritism in the awarding of the contracts. This coverage would provide you with the cost of your legal defense, and pay an award up to the limit of liability.*

## MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

The following apply unless noted otherwise in this proposal:

### Defense Expense for Injunctive Relief

A plaintiff may sue your organization not for money but to require action of some type. They're seeking injunctive relief; they want your organization to do something or to stop doing something.

This automatic coverage will reimburse your organization up to \$100,000 for reasonable legal fees incurred in your defense.

**Example:** A person who was denied volunteer membership by you brings legal action to be admitted as a member.

**Example:** A resident seeks an injunction to stop the fire department's installation of a siren directly behind her house.

### Outside Directorship Liability

Automatically covers your volunteers or employees who choose to serve on the board of directors of an outside organization as long as that organization:

1. is not-for-profit, and
2. is related to the emergency services.

Coverage is excess of any insurance.

## MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS – continued

<b>Volunteers and Employees as Insureds</b>	<p>Covers all volunteers (whether or not they are members of your organization) and employees while acting on behalf of your organization.</p> <p>Other insureds include your officers, directors, commissioners or trustees.</p> <p>Also included is your medical director (if any).</p> <p>VFIS coverage is primary for all of the above insureds, not excess of any personal insurance that may apply.</p>
<b>Estates, Heirs, and Legal Representatives</b>	Included as insureds.
<b>Spousal Liability</b>	Included, but only for acts within the course and scope of your operations.
<b>Unlimited Defense Costs</b>	The cost to defend you against covered claims is the responsibility of the company and will not erode your liability limits.
<b>Fair Labor Standards Act Suit Defense Coverage</b>	Limit of \$100,000 each claim incurred provided for the defense of any claim for violation of the Fair Labor Standards Act. This coverage is provided on a reimbursement basis.
<b>Blanket Additional Insureds</b>	Automatically covers any person or organization that may be liable for your employment practices, your administration of employee benefit plans or other wrongful acts, but only to the extent of that liability.
<b>Unintentional Release of HIPAA Information</b>	Limit of \$100,000 provided for the payment of fines and penalties assessed upon the insured for HIPAA violations.
<b>Expanded Aggregate Limit</b>	The Aggregate Limit shown in the schedule applies separately to each named insured (unless you have selected a \$10,000,000 aggregate limit).

## MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

### – *Cyber Liability and Privacy Crisis Management*

*The following apply unless noted otherwise in this proposal:*

#### **Cyber Liability**

Coverage applies to each electronic information security event which includes:

1. Transmission of malware from your computer system to a third party;
2. The inability of an authorized user to access your web site or your computer system because of a denial of service attack;
3. A personal identity event or corporate privacy event caused by information that is obtained or released directly from your computer system.

As used in this definition, a denial of service attack means an intentional attack directly on your computer system that prevents or slows down access to your web site or your computer network. However, a denial of service attack which affects the internet at large and is not directed at your computer system is not an electronic information security event.

#### **Personal Identity Event or Corporate Privacy Event**

What is a personal identity event or corporate privacy event?

1. Unauthorized disclosure of or failure to protect identifiable or confidential corporate information from misappropriation;
2. The failure to disclose or warn of an actual or potential disclosure of misappropriation of personally identifiable or confidential corporate information;
3. Violation of any federal or state privacy statute pertaining to the disclosure or misappropriation of personally identifiable or confidential corporate information.

#### **Privacy Crisis Management Expense Coverage**

Pays on behalf applicable reasonable and necessary fees because of a privacy event which includes:

1. To conduct a computer forensic analysis to determine the cause and extent of the privacy event;
2. Provide a crisis management review and advice by an approved independent crisis management or legal firm;
3. Notification to affected parties for printing, advertising, mailing of materials or other costs;
4. Travel expenses by directors and employees to mitigate damages;
5. Call center services for credit monitoring as well as identity theft education and assistance for affected individuals.

Privacy crisis management expenses shall not include:

1. Compensation, fees, benefits or overhead of any insured or "employee" of any insured;
2. Costs or expenses that would have been incurred in the absence of the "privacy event;"
3. Costs or expenses associated with upgrading, maintaining, improving, repair or remediating any "computer system," procedures, services or property as a result of a "privacy event."

## MANAGEMENT LIABILITY – COVERAGE HIGHLIGHTS

### – *Cyber Liability and Privacy Crisis Management* – continued

#### **Privacy Event**

What is a privacy event?

1. Unauthorized disclosure by you of personally identifiable or confidential corporate information or your failure to protect personally identifiable or confidential corporate information from misappropriation;
2. Failure to disclose or warn of an actual or potential disclosure or misappropriation of personally identifiable or confidential corporate information;
3. Violation of any federal or state privacy statute pertaining to the disclosure or misappropriation of personally identifiable or confidential corporate information.

#### **Cyber Extortion Expense**

Reimburses you for expenses paid in response to a cyber extortion threat.

#### **Cyber Extortion Threat**

What is a cyber extortion threat?

A cyber extortion threat is a demand for monetary payment based on a credible threat directly involving your computer system (not the internet at large) to:

1. Launch a denial of service attack;
2. Steal, release or publish personally identifiable information or confidential corporate information;
3. Alter, damage or destroy electronic data;
4. Cause you to transfer, pay or deliver any funds or property without your authorization.

#### **Coverage Territory**

For cyber liability, privacy crisis management expense and cyber extortion expense coverage, the coverage territory means worldwide, but the event and suit must take place in the U.S., Puerto Rico or Canada.

## EXCESS LIABILITY

Insurer: National Union Fire Insurance Company of Pittsburgh, Pa.

Excess Liability coverage protects you with the following:

1. It provides excess coverage over your primary liability insurance stated on a schedule of underlying insurance.
2. It will automatically take the place of primary liability policies whose aggregate limits have been exhausted.

	<u>Limits</u>
Each Occurrence .....	\$10,000,000
Annual Aggregate.....	\$20,000,000
Self-Insured Retention.....	None
Abuse or Molestation Each Occurrence .....	\$5,000,000
Abuse or Molestation Aggregate.....	\$5,000,000
Cyber Liability Each Occurrence .....	\$1,000,000
Cyber Liability Aggregate.....	\$2,000,000

Excess over the following underlying coverages:

- ☒ Auto
- ☒ General Liability and Professional Liability
- ☒ Management Liability

<b>Liquor Liability</b>	Follows form with underlying coverages.
<b>Pollution Liability</b>	Follows form with underlying coverages.
<b>Management Liability</b>	Follows form with underlying coverages.
<b>Employer's Liability</b>	Follows form with underlying coverages.
<b>Unlimited Defense Costs</b>	The cost to defend you against covered claims is the responsibility of the company and will not erode your liability limits.
<b>Expanded Aggregate Limit</b>	The aggregate limit shown in the schedule applies separately to each location.
<b>Unmanned Aircraft (Drones)</b>	Coverage is included for unmanned aircraft that is owned, operated, rented or loaned to you.  \$1,000,000 each occurrence/aggregate sublimit applies.



## PROPOSAL NOTES

### Auto

**Note:** Your Auto Liability quote is for hired and non-owned autos only.

## PREMIUM SUMMARY

**DUPAGE COUNTY 911 EMERGENCY TELEPHONE SYSTEMS BOARD (IL) C01652**

	<u>Premium</u>
Property .....	\$28,168
Crime.....	Not Quoted
Portable Equipment .....	\$32,339
Auto .....	\$532
General Liability .....	\$1,264
Management Liability.....	\$9,063
Excess Liability .....	\$9,273
<b>Total Estimated Annual Premium .....</b>	<b>\$80,639</b>

## PLUS MORE VALUE!

Risk Management ..... Included

- Employment practices
- Manage your risk – resources, check lists
- Risk Management Consultants
- On-site assessments/self-assessments

Education, Training & Consulting..... Included

- Classroom seminars, training, resources – vfis.com
- Distance learning – VFIS University
- Consulting Available

**Volunteer Firemen's Insurance Services, Inc.®**

VFIS®, VFIS® with design and Volunteer Firemen's Insurance Services, Inc.® are all registered service marks of the same PA Corporation.

## OTHER VFIS PRODUCTS AVAILABLE

*Accident & Sickness Coverage* - provides "on duty" coverage for members, auxiliary members, junior members, members in training, officers, deputized by-standers, trustees and board members, and volunteers asked by the organization to help with non-emergency events. Coverage listed below is provided when a member performs any normal duty of the department, whether it is an emergency or not. Insurance coverage underwritten by National Union Fire Insurance Company of Pittsburgh, PA.

- Death Benefit
- Lump Sum Living Benefit
- Disability Income Benefit
- Medical Benefit

*Critical Illness Insurance Program* - a lump sum cash benefit is available to emergency service personnel, when diagnosed with a heart attack, stroke or life threatening cancer. Underwritten by ACE American Insurance Company, Philadelphia, PA. Coverage includes:

- 24-hour, On and Off Duty Coverage
- Lump Sum Living Benefit (for qualifying illnesses)

*Group Term Life Insurance* - available for all members which includes active, retired, volunteers, career or auxiliary members. Underwritten by AIG, American General. Coverage includes:

- 24-hour, On and Off Duty Coverage
- Accidental Death and Dismemberment
- Guaranteed Issue Life Insurance for Any Age

*Length of Service Award Program (LOSAP)* - an incentive program to effectively retain existing volunteers, increase their level of participation and recruit new members. Life insurance underwritten by AIG Life Insurance Company and American Life Assurance Company of New York (Maine and New York). Group annuity contracts underwritten by Hartford Life Insurance Company. Coverage provided:

- 24-hour, On and Off Duty Death Benefit
- Monthly Income During Retirement Years
- Disability Benefit

# VFIS ORDER FORM

**DUPAGE COUNTY 911 EMERGENCY TELEPHONE SYSTEMS BOARD (IL) C01652**

Coverage	Effective/ Expiration Dates	Accept <i>Initial to accept coverage</i>	Decline <i>Initial to decline coverage</i>	Premium Quoted
Property				
Crime				
Portable Equipment				
Auto				
General Liability				
Management Liability				
Excess Liability				
Total				

## Payment Plans

Please indicate your choice of premium payment options. There are no installment fees. Payment plans do not include any applicable taxes, fees, and surcharges. They will be included with your initial invoice. Payment plans options do not apply to future endorsements. You will receive an invoice based on the payment plan selected. \*\*\*Please Note – Any breakdown of premium values listed on this Order Form should not be used for billing purposes. On Installment plans, payment amounts will vary due to rounding on installment schedules. **Please wait for the invoice to bill the insured.** Remittance payment must match the invoice.\*\*\*

- ☐ Annual Default unless otherwise eligible and selected below
- ☐ Two-Pay \$2,500 account minimum
- ☐ Four-Pay \$3,500 account minimum
- ☐ Ten-Pay \$10,000 account minimum

\_\_\_\_\_  
Signature of Insurance Representative

\_\_\_\_\_  
Date

Agency Name/Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Producer/Service Rep. \_\_\_\_\_

## Before you return this form, you must:

1. Provide the INSURED'S Federal ID#: \_\_\_\_\_
2. Identify all mortgagees, loss payees and (for Auto only) additional insureds/lessors (provide address).
3. Choose \$1,000,000 underlying limits when there is Excess Liability.

*This is not a binder, nor should it be used as one. This form is solely for the purpose of ordering property and casualty insurance coverages for which VFIS has provided a valid quote.*

\_\_\_\_\_  
Signature of Insured

\_\_\_\_\_  
Date

Comments/Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>Internal Use Only:</b>	C01652 IL	Qt Eff Dt: 12/19/2023	Doc ID: e4cff2179fbf489bbaf6104e4e55902a
Property:	06526510000000	Crime: 0	PE: 06526510000000 Auto: 06526510000000
GL:	06526510000000	ML: 06526510000000	Excess: 06526510000000

## CLAIMS-MADE MANAGEMENT LIABILITY SUPPLEMENTAL APPLICATION

*This application is only required when Claims Made Management Liability coverage is new.*

1. Legal name of applicant: DUPAGE COUNTY 911 EMERGENCY TELEPHONE SYSTEMS BOARD
2. Address: 421 NORTH COUNTY FARM ROAD, WHEATON, IL 60187
3. Desired effective date of coverage: \_\_\_\_\_
4. Limits of liability requested (cannot be greater than the General Liability limit):
  - ☐ \$300,000 each offense or wrongful act / \$1,000,000 aggregate
  - ☐ \$500,000 / \$1,000,000
  - ☐ \$1,000,000 / \$2,000,000
  - ☒ \$1,000,000 / \$3,000,000
  - ☐ \$1,000,000 / \$10,000,000 (aggregate limit does not apply to each named insured with this option)
5. Does the applicant have knowledge of any incidents which would cause a reasonable person to believe that a claim or suit might result? ☐ Yes ☐ No  
 If yes, please give complete details, including date: \_\_\_\_\_
6. Name of person designated to receive any and all notices from the company or agent concerning this insurance: \_\_\_\_\_

**COVERAGE CANNOT BECOME EFFECTIVE PRIOR TO THE DATE THIS SIGNED APPLICATION IS APPROVED BY THE COMPANY.**

**THE APPLICANT ACCEPTS NOTICE THAT ANY POLICY WHICH MAY BE ISSUED AND ANY RENEWALS THEREOF WILL APPLY ON A "CLAIMS MADE" BASIS.**

The applicant agrees that in the event they become aware of any fact which would serve to alter any answer previously given to one or more of the foregoing questions, they will so advise the agent. The applicant further agrees that based on such revised information, the agent may revise or withdraw any quotation previously given.

The undersigned, being authorized by and acting on behalf of the applicant, declares that to the best of his / her knowledge and after having made proper inquiry, the responses to the foregoing are true and that no facts have been suppressed or any material facts misstated. The applicant further agrees that this application shall be the basis of any policy issued. The application is valid for 90 days from the date it is signed.

Agent's Signature: \_\_\_\_\_ Applicant's Signature: \_\_\_\_\_  
 Address: \_\_\_\_\_ Title: \_\_\_\_\_  
 City / State / Zip: \_\_\_\_\_ Date: \_\_\_\_\_



## ETSB Resolution

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

**File #:** ETS-R-0069-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.E.8.

**AFFIRMING AWARDING RESOLUTION TO BAKER TILLY US, LLP TO PROVIDE AUDIT SERVICES  
FOR VARIOUS COUNTY OFFICES  
(CONTRACT TOTAL AMOUNT \$2,084,340.00; ETSB AMOUNT: \$132,000.00)**

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the County of DuPage had awarded a contract to Baker Tilly US, LLP per Resolution FM-P-0016-23, to provide audit services for four (4) years; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETSB Board affirming approval of RFP #23-073-FIN to Baker Tilly US, LLP to provide audit service for the period of four (4) years. The contract will cover the period of October 1, 2023 through September 30, 2027 for various County offices. The total contract amount is \$2,084,340.00, with the ETSB portion of the RFP being \$132,000.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB RFP #23-073-FIN, covering said, four (4) years of audit services, be, and is hereby affirmed and approved by the DU PAGE ETSB to Baker Tilly US, LLP, PO Box 7398, Madison, WI, 53707, for a contract amount of \$2,084,340.00, ETSB portion of \$132,000.00.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

\_\_\_\_\_  
GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_  
JEAN KACZMAREK, COUNTY CLERK



# Procurement Review Checklist

## Procurement Services Division

This form must accompany all Purchase Order Requisitions  
Attach Required Vendor Ethics Disclosure Statement

Date: Oct 3, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Vendor:</b> Baker Tilly US, LLP	<b>Vendor #:</b> 13111	<b>Contract Term:</b> 10/1/23-9/30/27	<b>Contract Total:</b> \$2,084,340.00
<b>Dept:</b> ETSB	<b>Contact:</b> Eve Kraus	<b>Phone:</b> 630-550-7743	<b>Assigned Committee:</b> ETSB

<b>Description of Procurement/ Scope of Work/ Background</b>	Recommendation for the affirming approval of a contract to Baker Tilly US, LLP, for audit services for various County offices, for a four-year period of October 1, 2023 through September 30, 2027, for a contract total amount of \$2,084,340.00 per RFP #23-073-FIN. (ETSB amount: \$132,000.00)
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<b>Reason for Procurement</b>	Required by State Statute, DuPage County requires the services of a certified public accounting firm to audit the financial statements for fiscal years 2023, 2024, 2025, and 2026. The ETSB audit is included in the RFP costs contracted through the County Finance Department.
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### FUNDING SOURCE

- ☒ Procurement budgeted for (FY and budget code(s)): FY24-27 4000-5820-53000
- ☐ Budget Transfer (Date) \_\_\_\_\_ Add'l Information \_\_\_\_\_

### DECISION MEMO NOT REQUIRED

- ☒ LOWEST RESPONSIBLE QUOTE # or BID # 23-073-FIN (QUOTE < \$25,000, BID ≥ \$25,000; attach Tabulation)
- ☐ RENEWAL, Enter Bid # \_\_\_\_\_ ☐ Intergovernmental Agreement
- ☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- ☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under \$35,000.00 ☐ Public Utility
- ☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

- ☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- ☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # \_\_\_\_\_ (include Evaluation Summary if applicable)
- ☐ RENEWAL OF RFP # \_\_\_\_\_
- ☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- ☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- ☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- ☐ OTHER THAN LOWEST RESPONSIBLE, BID # \_\_\_\_\_

### PREPARED BY AND APPROVAL(S) (Initials Only)

ek	Oct 3, 2023	LMZ	Oct 3, 2023	N/A	
Prepared By	Date	Recommended for Approval	Date	IT Approval, if required	Date

### REVIEWED BY (Initials Only)

Buyer	Date	Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date



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

### SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: FI-P-0016-23	RFP, BID, QUOTE OR RENEWAL #: #23-073-FIN	INITIAL TERM WITH RENEWALS: 4 YRS + 0 TERM PERIOD	INITIAL TERM TOTAL COST: \$2,084,340.00
COMMITTEE: FINANCE	TARGET COMMITTEE DATE: 09/26/2023	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$2,084,340.00
	CURRENT TERM TOTAL COST: \$2,084,340.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: BAKER TILLY US, LLP	VENDOR #: 13111	DEPT: FINANCE	DEPT CONTACT NAME: MELANIE KOGA
VENDOR CONTACT: JOSEPH LIGHTCAP	VENDOR CONTACT PHONE: 630-645-6215	DEPT CONTACT PHONE #: 6134	DEPT CONTACT EMAIL: MELANIE.KOGA@DUPAGECO.ORG
VENDOR CONTACT EMAIL: joe.lightcap@bakertilly.com	VENDOR WEBSITE:	DEPT REQ #:	
<b>Overview</b>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). It is County practice to issue a Request for Proposal (RFP) for audit services every four years. Audit services include putting together required reports for the Annual Comprehensive Financial Report, Single Audit, Clerk of the Circuit Court, Water and Sewerage System of DuPage County ("Public Works"), and Emergency Telephone System Board of DuPage County ("ETSB"). The audit services will be performed in Fiscal Years 2024 through 2027 for the County's Fiscal Years Ended 2023, 2024, 2025, and 2026.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Required by State Statute, DuPage County requires the services of a certified public accounting firm to audit the financial statements for fiscal years 2023, 2024, 2025, and 2026.			

### 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.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
RFP (REQUEST FOR PROPOSAL)	

### 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. FINANCIAL PLANNING
SOURCE SELECTION	Describe method used to select source. A four-year County-wide contract for independent auditing services improves operational efficiency for both the audit firm and the County. It also serves to minimize costs to the County. Independent auditing services ensure that the County remains transparent by issuing and posting an Annual Comprehensive Financial Report that is supported by an independent auditor's report. It also ensures that the County remains in compliance with Illinois State Statute.
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). It is County practice to issue a Request for Proposal (RFP) for audit services every four years. The RFP was issued on 7/26/2023. Three proposals were received and opened on 8/22/2023. The proposals were reviewed and evaluated by two representatives in the Finance Department. The two representatives unanimously selected Baker Tilly Virchow Krause, LLP based on total points earned in the evaluation process.



## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<b>JUSTIFICATION</b>	Select an item from the following dropdown menu to justify why this is a sole source procurement.
<b>NECESSITY AND UNIQUE FEATURES</b>	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.
<b>MARKET TESTING</b>	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.
<b>AVAILABILITY</b>	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.

## SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: BAKER TILLY US, LLP	Vendor#: 13111	Dept: FINANCE	Division:
Attn: JOSEPH LIGHTCAP	Email: joe.lightcap@bakertilly.com	Attn: MELANIE KOGA	Email: MELANIE.KOGA@DUPAGECO.ORG
Address: P.O. BOX 7398	City: MADISON	Address: 421 N COUNTY FARM RD	City: WHEATON
State: WI	Zip: 53707	State: IL	Zip: 60187
Phone: 630-645-6215	Fax:	Phone: 6134	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: SAME	Vendor#:	Dept: SAME	Division:
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Oct 1, 2023	Contract End Date (PO25): Sep 30, 2027
Contract Administrator (PO25):			

**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		Audit (GF) for FY23 Audit	FY24	1000	1150	53000		427,710.00	427,710.00
2	1	EA		Audit (PW) for FY23 Audit	FY24	2000	2665	53000		39,750.00	39,750.00
3	1	EA		Audit (ETSB) for FY23 Audit	FY24	4000	5820	53000		31,800.00	31,800.00
4	1	EA		Audit (GF) for FY24 Audit	FY25	1000	1150	53000		439,285.00	439,285.00
5	1	EA		Audit (PW) for FY24 Audit	FY25	2000	2665	53000		40,750.00	40,750.00
6	1	EA		Audit (ETSB) for FY24 Audit	FY25	4000	5820	53000		32,600.00	32,600.00
7	1	EA		Audit (GF) for FY25 Audit	FY26	1000	1150	53000		452,760.00	452,760.00
8	1	EA		Audit (PW) for FY25 Audit	FY26	2000	2665	53000		42,000.00	42,000.00
9	1	EA		Audit (ETSB) for FY25 Audit	FY26	4000	5820	53000		33,600.00	33,600.00
10	1	EA		Audit (GF) for FY26 Audit	FY27	1000	1150	53000		466,235.00	466,235.00
11	1	EA		Audit (PW) for FY26 Audit	FY27	2000	2665	53000		43,250.00	43,250.00
12	1	EA		Audit (ETSB) for FY26 Audit	FY27	4000	5820	53000		34,600.00	34,600.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 2,084,340.00

<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.
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

**23-073-FIN - PROPOSAL FORM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	Baker Tilly US, LLP
Main Business Address	1301 W. 22nd St, Suite 400
City, State, Zip Code	Oak Brook, IL 60523
Telephone Number	(630) 645 6215
Fax Number	(630) 990 0039
Proposal Contact Person	Joe Lightcap, Managing Director
Email Address	joe.lightcap@bakertilly.com

The undersigned certifies that he is:

the Owner/Sole  
Proprietora Member of the  
Partnershipan Officer of the  
Corporationa Member of the  
Joint Venture

herein after called the Offeror and that the members of the Partnership or Officers of the Corporation are as follows:

Jason Coyle, Partner

(President or Partner)

(Vice-President or Partner)

(Secretary or Partner)

(Treasurer or Partner)

A list of partners is attached.

Further, the undersigned declares that the only person or parties interested in this Proposal as principals are those named herein; that this Proposal is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Manager, DuPage Center, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. 1, 2, and 3 issued thereto;

Further, the undersigned proposes and agrees, if this Proposal is accepted, to provide all necessary machinery, tools, apparatus and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Offeror and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Offeror and is true and accurate.

Further, the undersigned certifies that the Offeror is not barred from proposing on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33E-4, proposal rigging or proposal-rotating or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that he has examined and carefully prepared this proposal and has checked the same in detail before submitting this proposal, and that the statements contained herein are true and correct.

If a Corporation, the undersigned further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed, nor modified and that the same remain in full force and effect. (Offeror may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

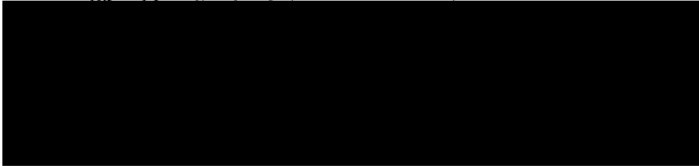
Further, the offeror certifies that he has provided services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the offeror, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the cost schedule.

**PROPOSAL AWARD CRITERIA**

This proposal will be awarded to the most responsive, responsible vendor meeting specifications based upon the highest score compiled during evaluation of the proposals outlined in the selection process.

The Contractor agrees to provide the service described above and in the contract specifications under the conditions



CORPORATE SEAL  
(If available)

**PROPOSAL MUST BE SIGNED FOR CONSIDERATION**

Subscribed and sworn to before me this 8 day of August AD, 2023



My Commission Expires: October 22, 2024  
(Notary Public)



PARTNER NAME	PARTNER NAME	PARTNER NAME
Abbott, Alec	Becht, Paul	Callicutt, Debra
Abel, Michelle M.	Belcher, Jason	Campbell, Brian
Abraham, Rose Ann	Bell, Andy	Campbell, Duncan G.
Acker, Heather S.	Bennecke, John	Capitano, David
Ackerman, Marsha S.	Bennett, Thomas	Carpenter, Todd A.
Agbayani, Holly	Bergman, Alexis C.	Carruth, Ryan
Allen, Amy	Bergman, Elizabeth F.	Carter, Jason M.
Altahami, Yunis A.	Bernards, Donald N.	Casaus, Martin
Altschul, Daniel I.	Bernhardt, Todd C.	Casey, Anthony
Alvarez, Leo	Bielick, Nikki E.	Castrejon, Eduardo
Amspaugh, Heidi L.	Bishop, Paul	Catapano, Lori
Anderson, Christine M.	Bivens, Jeremy	Cavaliere, Nicholas E.
Anderson, Kate L.	Black, Tom K.	Chapman, Jeremy
Anderson, Shawn D.	Blakely, Ann E.	Chapman, William A.
Anderson, Tony H.	Blatt, Steven	Chase, Marc
Andronico, Will	Blattner, Jeffrey T.	Chaves, Andrew
Angat, Cecilia	Bock, Brenda	Chen, Michael
Annand, Chris	Boettcher, Mark J.	Chinn, Alan
Antonelli, John	Bogda, Kerri N.	Cidila, Jennifer
Aponte, Stephen E.	Bolles, Carol K.	Cilik, Ivan
Avery, Bryan T.	Bounds, Norleen S.	Clayton, Jeff K.
Bach, Ethan D.	Bowes, Deb K.	Clouse, Scott
Bach, Kevin	Bowsher, Brock	Coffey, Lindsay N.
Badani, Nirav	Boyd, Derek J.	Cohen, Helaine
Bader, Brian	Boyd, Gary W.	Collins, Brian P.
Baker, Matt	Bozhilov, Krasen	Colton, Brian C.
Bakko, Mark T.	Brandt, Kevin	Compton, John W.
Baldessari, Doug L.	Bratel, Cynthia M.	Cook, Charlie R.
Balli, Rene E.	Bressette, William R.	Coonan, Kevin
Balus, Joe F.	Brody, Matthew	Cooper, Brian
Barber, Ashley R.	Brueser, Christine	Coscia, Ana P.
Barnard, Scott A.	Bucholtz, Cathleen	Costello, Timothy
Barnes, Jason C.	Bullock, Adam	Coughlan, Thomas
Barrus, Randy K.	Burrows, Clive E.	Coyle, Jason K.
Barthell, Ronald B.	Busch, Rob	Crawford, Kyle J.
Basile, John	Busse, Damon	Crick, Justin M.
Bass, Doron	Buttke, Daniel E.	Crowley, Kate E.
Baumbach, Kelly L.	Caladie, Andrea L.	Cuddy, Shannan
Beary, Tj	Caldwell, Alicia M.	Cullen, Mike S.

PARTNER NAME	PARTNER NAME	PARTNER NAME
Dahlhauser, Christine M.	Ehlert, Wayne E.	Geracie, Alyssa R.
Dalwadi, Monica	Ehr, Daniel P.	Gette, Dave
Damone, Matthew	Elliott-Boger, Brigid A.	Gibson, Garrick
Dauwalter, John C.	Elrod, Shane S.	Gilbert, Matt J.
Davis, Jeffrey S.	Estes, Amy	Gillen, Daniel J.
Deihr, Ashley E.	Evans, Jason	Gilson, Kirk T.
DeLuca, Todd C.	Everson, Zak N.	Glazier, Matt
Dembek, Michael	Famiglietti, Greg	Glorieux, Nicolas D.
Demere, Justin M.	Fenske, Christine M.	Godsoe, Kristen
DeNoyer, Brad W.	Ferrari, Mike	Goehring, Adam
Derenne, Chad R.	Ferro, Jeff L.	Goff, Jake B.
Devkota, Bishesh	Ferry, Bruce	Gogin, Carla A.
DeYoung, Jeffrey R.	Finegold, Paul E.	Goldfarb, Scott
Di Nardo, Emily	Finger, Jennifer A.	Goodman, Nick C.
DiFilippo, Rosanna	Fitzpatrick, Michael F.	Goodmiller, Chuck
Dijanic, Dennis	Fleming, Ken J.	Gosh, Garrett L.
Dilling, Andrew N.	Fleming, Russell B.	Gough, Katherine
Dimond, Bradley	Fleury, Tiffany L.	Gourlay, Brian R.
Din, Josh	Flint, Kayla	Graat, Brenda M.
Dluginsky, Gregg	Flory, Jeff	Gradl, Steve M.
Dobson, Jodi L.	Fournier, Sonali	Graff, Jim M.
Donlon, Nicki R.	Francese, Brian	Gray, Belvia B.
Donnelly, Joe	Frankenfield, Scott L.	Green, Michael K.
Donohue, Michele	Frantz, Paul J.	Greenland, Andrew
Dorner, Jeff A.	Fraser, Theresa M.	Gregory, David A.
Doshi, Jigna B.	Fraser, Wes A.	Grey, Bonnie
Doyle, Brian L.	Frey, Michael S.	Grey, Drew
Doyle, Michelle	Fujita, Rod K.	Grinde, Adam L.
Drake, Ed	Full, Arthur J.	Groppoli, Laura K.
Drexler, Michael	Ganshert, Joshua D.	Groves, Matt L.
Droege, Charles R.	Garcia, Patricia	Grush, Gary A.
Drouin, Travis M.	Gardinier, Lynn M.	Guillen, Rick
Drysdale, Jonathan K.	Garza, Sharlynn	Halligan, Ian
Duffy-Wylam, Kimberly	Gayler, Mike L.	Hamdy, Ahmed
Duratti, Bill	Geagla, Victor	Hamilton-Piercy, Gregg
DuVarney, Dave M.	Gendreau, Jeffrey J.	Harjes, Thomas W.
Dwyer, Heather M.	Gensler, Stephanie L.	Harlan, Brandon
Eckerle, Matthew	George, Jeff	Harrop, Seth
Edwards, Laura S.	George, Shante	Hawley, Danielle M.

PARTNER NAME	PARTNER NAME	PARTNER NAME
Hayes, Lauren E.	Jin, Kimberly	Kupka, Michelle
Heavens, Patrick M.	Jirak, Kirk	Kutz, Jacob L.
Hedden, Dan A.	Johnson, Chris	Labita, Ellen
Hedderman, Jim	Johnson, David A.	Laccetti, Mark E.
Hediger, Sheanne M.	Johnson, Matthew D. D.	Laguercia, Giancarlo
Hellenbrand, Vicki V.	Johnson, Soo	Landsman, Stephen
Hemmerle, Brian	Jones, Darren	Lapin, Karri L.
Hempel, Chris J.	Jowers, Randi L.	Larmett, Adrienne N.
Herman, Micheal J.	Kahrs, Hank	Larsen, Karen C.
Heroux, Mark S.	Kaleko, Tom L.	Laubenstein, Joel M.
Herzinger, Mark F.	Kalil, Matthew	Laubscher, Donna
Heyde, John A.	Kamienski, Mike	Lauria, Peter J.
Heyman, Howard	Kamps, Colette	Lawson, Jaime K.
Highlander, Kevin	Karabaich, Don P.	Lawson, James S.
Hinz, Nicholas A.	Kasianovitz, Ken M.	Lay, Ryan J.
Hipple, Caroline H.	Kassalen, Brian	Laycock, Phil P.
Hobby, Ben J.	Kassay, Chris M.	Lazaroff, Tina M.
Horvath, Laurie	Kato, Shawn	LeBrun, Megan K.
House, Robert T.	Keenan, Zachary A.	Lee, Jacqueline J.
Howard, Scott B.	Kegler, Eric	Leiden, Noah F.
Howell, Kristyn B.	Kehoe, Michael S.	Lenart, Brian R.
Hugendubler, Kenneth N.	Kessler, Mike	Leung, Anthony
Huisman, Tina M.	Kiecker, Mark T.	Loiacono, Joseph
Hunt, James	Killeen, Patrick J.	Long, Rob J.
Huseth, Wade R.	Kim, Phillip S.	Loomis, Meghan C.
Hutcheson, Keith K.	King, Jenny	Lopez, Ted
Hutler, Bruce R.	Kinmartin, Paul D.	Lurie, Alan
Inda, Chase A.	Kiuchi, Joe	Mace, Dan
Inda, Tyler	Klein, Amanda E.	MacPhee, Angela
Inderieden, Chuck	Kleist, Trenton J.	MacPhee, Jennifer
Iverson, Jordan E.	Klik, Ed	Mader, Michael M.
Jacobs, Suzanne	Koelbl, Andy J.	Maganti, Madhu
Jafari, Robena S.	Kral, Katie	Maguire, Mike T.
Jakimzak, Michael	Krause, John D.	Mahan, Jerry W.
Jamiolkowski, David B.	Krogh, Christopher	Mahdi, Shabinaaz
Jansen, Andrea L.	Kroll, Eric J.	Mahon, Ed J.
Jeffrey, Chris E.	Krull, Jeff M.	Maier, Brent W.
Jeffries, Matt R.	Kublack, Thomas	Mailandt, Cary H.
Jensen, Jenny	Kulin, Les	Mair, Kyle B.

PARTNER NAME	PARTNER NAME	PARTNER NAME
Malatt, Michael E.	Missildine, Alexandra M.	Pellerite, Joe C.
Malinoski, Michael C.	Mohr, Lawrence H.	Perzov, David H.
Maniscalco, Ryan M.	Morris, Matthew	Peterson, Melissa
Marks, Jonathan	Moulder, Jessica	Petrell, Jeff
Martin, Jill A.	Munson, Ross E.	Pharo, Ashley M.
Martin, Rebekah L.	Munuhe, James T.	Pierce, Daniel C.
Massanova, Donna M.	Murphy, Chase T.	Plaster, Gary
Massanova, Fred L.	Musacchio, Jeanette A.	Pleskonko, Heather M.
Mastropietro, Jessica S.	Nachenberg, Randal	Polanco, Victor
Materazo, Alan P.	Nardi, Frank C.	Polizzano, Brad J.
Mattsson, Carla	Natale, Guy	Polson, Rachel D.
Maulfair, Paul W.	Nealon, John P.	Pope, Steve
McCaffrey, Joseph M.	Nelson, Jesse R.	Prentiss, Matthew R.
McCann, James J.	Nelson, Kelly R.	Prude, Royce L.
McCarty, Andy P.	Nelson, Melinda	Pugh, Claire E.
McCauley, Andrew	Nguyen, Tracey	Queary, Susan B.
McCollum, Phil	Nice, Chris	Quigley, Ben P.
McConie, Bernadette	Nichols, Brian R.	Quinn, Bridget
McDermott, Stacie	Nicklin, Bradley P.	Rahman, Nuruz Z.
McEvilly, Kelly S.	Nicklos, Rob M.	Raines, Stan
McGowan, Bill P.	Nitka, Matt J.	Raley, James
McKee, Michael D.	Noce, Peter	Ramchandani, Rajeev
McKenzie, Ryan	Nowoswiat, James W.	Rapoport, Larisa
McKiernan, Frank	Oates, Kristi D.	Rawlin, Catherine M.
McNelis, Matthew M.	O'Brien, Chad M.	Rebman, Sara
McPhee, Ashley	O'Connell, Kevin	Reda, Greg G.
McVetty, Mike	O'Connor, Daniel T.	Regan, Bernard W.
Meadows, Jon	Oddy, Simon	Reiter, Jeremy L.
Mease, Bradley J.	Ohlgren, Thomas	Repko, Steven A.
Meinen, Joshua M.	Ollmann, Anthony D.	Reynolds, John J.
Meiners, Theresa	O'Neill, Joe C.	Richardson, Andy
Merryfield, Deanna R.	Onwuneme, KC C.	Richardson, Douglas
Michalson, Brett P.	O'Rourke, Matthew	Riley, Andre'
Middleton, Wesley	O'Sullivan, Scott S.	Rinaldi, Rocco
Milani, Mike L.	Page, Jason C.	Robbins, Matt L.
Miller, Scott A.	Pankop, Krista K.	Rodgers, Matthew W.
Milner, Steve P.	Park, Eugene	Rogers, Deen C.
Miranda, Ernest	Patti, Michael J.	Romano, John M.
Mirpuri, Shashi	Pearce, Peter J.	Romonti, Raluca G.



PARTNER NAME	PARTNER NAME	PARTNER NAME
Rosenfield, Neil	Shusko, Joe	Thompson, Missy L.
Ross, Mark J.	Siebenaller, Kurt	Thompson, Richard J.
Rotherham, James	Signor, Mike S.	Tompkins, Jay
Rowe, Jeff P.	Simms, Alyssa A.	Tonekabony, Sherry S.
Royster, Derek	Simpson, Brian	Torpey, Jack K.
Rozek, Brian P.	Skodczinski, Christian	Torre, Gabriel A.
Runte, John T.	Slusarczyk, Kristen E.	Trahan, Nuwandi
Ruscitti, Bill A.	Smith, Jeffrey B.	Tredinnick, Matt L.
Ryers, Bethany L.	Smith, Jeremy	Tremaine, Corey C.
Sadik, Jim A.	Smith, Julia K.	Tritsis, Chris
Salgado, Ken	Smith, Justin G.	Troutman, Keith L.
Salty, Sam A.	Smith, Patrick	Trunnell, Christine T.
Sansone, Paige E.	Smolinski, James A.	Tucci, Robert
Santossio, Erin	Sneed III, Jerry R.	Tuffin, Keith D.
Sassa, Joseph C.	Soefje, Karen A.	Turner, Justin J.
Saulino, Scott	Sofra, Greg A.	Unger, Wendi M.
Savell, Craig A.	Soltis, Jennifer D.	Unke, Thomas E.
Scaffidi, Donna R.	Sommers, Russell J.	Valenza, Ross
Scallon, Mark	Spengler, Jeff	VanStraten, Christopher R.
Schalk, Kevin D.	Spering, Matthew R.	Vertin, Matthew
Schiferl, Wayne T.	Spinek, Matt D.	Voncina, Tim
Schlachter, Steven U.	Stahl, Briggs	Voss, Nathanael J.
Schmidt, Christopher P.	Stanbury, James H.	Vrabel, Jeffrey J.
Schmittlein, Michael A.	Stibrich, Kristina	Vuono, Andy J.
Schmoyer, Phil C.	Stokes, Todd A.	Wagner, Brent R.
Schmuck, John F.	Stolarzyk, Lynette	Wagner, Marcus H.
Schumaker, Justin	Stone, Scott	Walenchok, Tom W.
Schuster, Randi A.	Stonesifer, Kevin M.	Walker, Frank J.
Schwalm, Jennifer	Stuardi, Pietro	Walker, Thomas F.
Schwartz, Renee J.	Sullivan, Mike	Waller, Matt
Semler, Jason G.	Suter, Franci L.	Walsh, Cassandra B.
Serracino, Deana L.	Swaigenbaum, Steven	Walsh, Colin J.
Shafer, Michael	Szczepanek, Nicole	Walsh, Eric J.
Shah, Atit M.	Tait, Christopher J.	Wangen, Troy
Shawver, Jere G.	Talbot, Richard B.	Ward, Jennie
Sheahan, Thomas J.	Tambasco, Ron	Warden, Liisa R.
Sherman, Eric	Teicher, Susan	Wascura, Mike W.
Shin, Brian J.	Thomas, Mallory M.	Wautlet, Peter J.
Shuper, Erika C.	Thomas, Tanya M.	Weaver, Claire S.

PARTNER NAME	PARTNER NAME	PARTNER NAME
Weaver, Craig	Wilhelm, Ben J.	Yacker, Brian
Weber, Heather L.	Willey, Marianna J.	Yamakawa, Lisa M.
Weiss, Gregg H.	Winterburn, Jason C.	Young, Brian S.
Weitzer, Brooke M.	Wisehart, Frank	Yu, David H.
Welch, Kevin	Witt, Marlin M.	Yu, Patrick
Wendt, Cory	Wong, William A.	Zapata, James
West, Ken W.	Worthman, Aaron W.	Zeigler, Jonathan L.
Wevodau, Colleen D.	Wu, Sylvia H.	Zelenay, Gregory
White, Nate	Wyrobeck, Lauren A.	Zlupko, Brandon M.

August 22, 2023

# DuPage County

Proposal for professional auditing services

**RFP 23-073-FIN**

# Contents

1. COVER LETTER.....	2
2. FIRM QUALIFICATIONS .....	4
3. KEY QUALIFICATIONS.....	21
4. PROJECT UNDERSTANDING .....	27
5. PRICE .....	44
APPENDIX I: RESUMES .....	47
APPENDIX II: REQUIRED FORMS .....	59

“

As a new audit client of Baker Tilly, my team and I are pleased with the onboarding process for a County of our size and complexity. Baker Tilly's team is professional, knowledgeable and has wide experience in accounting and auditing services. They provide us with prompt and expert advice throughout the fiscal year. Their ability to pull from their experience with other collar counties has been extremely helpful. Baker Tilly's understanding of current and new accounting standards is an important part of their audit approach and provides immense value to Lake County. I would highly recommend their firm based on their expertise, timeliness, and forward-thinking approach to the audit plan.

*Melissa Gallagher, Deputy Finance Director | Lake County, IL*



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# 1. Cover letter

August 22, 2023

Mr. Jeffrey Martynowicz, Chief Financial Officer  
DuPage County  
421 N County Farm Road  
Wheaton, IL 60187  
*Delivered electronically*

Baker Tilly US, LLP  
1301 W 22nd St, Suite 400  
Oak Brook, IL 60523  
T: +1 (630) 990 3131  
F: +1 (630) 990 0039  
bakertilly.com

Dear Mr. Martynowicz:

We would like to thank DuPage County (the County) for the opportunity to work with your team. It has been Baker Tilly US, LLP's (Baker Tilly or the firm) pleasure to develop a productive working relationship with your management team and to provide valuable insights and perspectives related to the County's financial and compliance audits.

DuPage County is one of the largest counties in the state, supporting critical services and infrastructure for nearly a million residents, not to mention area businesses and visitors. Based on our experience auditing the County and several other counties in the state, we are confident that we continue to be the right fit to serve the County with forward-thinking audit services — today, tomorrow and for many years to come.

Our proposal meets your request for proposal (RFP) requirements and describes our unique proposition to enhance and protect value while meeting the following key objectives:

- Gain assurance on the financial statements of the County, Clerk of the Circuit Court, Water and Sewerage System of DuPage County, Emergency Telephone System Board of DuPage County and Veterans Assistance Commission
- Gain assurance that the County's federal grant awards meet the necessary federal requirements
- Test and evaluate internal controls throughout the County's complex organizational structure and provide valuable insight and recommendations
- Receive timely and professional insight on complex transactions, new accounting standards and emerging technical areas from your audit team and other Baker Tilly specialists

Benefits of working with Baker Tilly include:

## Illinois county audit specialist

Your proposed audit team has significant expertise in auditing counties in Illinois, including all five of the collar counties. We leverage this expertise on behalf of DuPage County, sharing with your team lessons learned and best practices from across this client base.

## National firm, local client service

The County benefits from the qualifications, technology tools and resources of our top 10 accounting firm. With our headquarters in Chicago and offices in Oak Brook, we also deliver personalized attention and responsive local service.

## Trust and continuity

The County will continue to work with a consistent and insightful team of auditors that you have come to know and trust. Your trust and satisfaction are key. We will continue to build on the confidence you have placed in us with meaningful conversations, responsiveness and forward-thinking services.

## Value beyond the audit

We'll continue to provide additional value to the County through proactive communication on industry changes and assistance with technical matters. We can also connect you to specialized public sector consultants on matters ranging from construction risk management to IRA funding and more.



## The value of DuPage County – Baker Tilly audit relationship

Your audit team members are dedicated to solving the County's most pressing challenges and helping seize new opportunities. We do this by gaining a clear understanding of your unique situation, leveraging vast experience and collaborating with you on forward-thinking options. Below we look back at some of the ways we've provided value in the past as well as how we plan to continue delivering value in the future.



### Looking back ...

- ✓ Implementation assistance for GASB 84, *Fiduciary activities*, and GASB 87, *Leases*
- ✓ Water and sewerage system rate study
- ✓ Water and sewerage system ERP conversion assistance
- ✓ Agreed upon procedures for subrecipient monitoring



### Looking ahead ...

- ✓ Implementation assistance for GASB 96, *Subscription-based information technology arrangements*
- ✓ Supporting your team through challenging times (for example, implementation of a new ERP system, departmental retirements or turnover and more)

### What remains the same?

- A consistent team of Illinois county audit specialists supporting the County through challenges, both expected and unexpected
- Sharing information, consistent application of standards and operational best practices among the County and the other Illinois counties audited by Baker Tilly

I, Joseph Lightcap, am an authorized representative of Baker Tilly. Our proposal is conditioned upon being afforded the opportunity to propose additional terms and negotiate mutually agreeable revisions to the Sample Contract prior to executing a final contract. These revisions will be consistent with previously agreed terms.

The County will continue to be a valued client of Baker Tilly, and we will be personally involved in all aspects of our relationship, from planning through completion. Thank you for the opportunity. Our team is excited to continue our working relationship, and we look forward to discussing your questions and feedback.

Sincerely,

Joseph Lightcap, CPA, Managing Director  
Baker Tilly US, LLP  
+1 (630) 645 6215 | [joe.lightcap@bakertilly.com](mailto:joe.lightcap@bakertilly.com)

Michael Malatt, CPA, Partner  
Baker Tilly US, LLP  
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## 2. Firm qualifications

*We anticipate the County's needs by leveraging the industry expertise of professionals who have gained years of insights as your auditor and the auditor for all of the collar counties. We adapt our solutions to match your unique strategies, working together to overcome challenges and seize opportunities.*

*a) The firm's general qualifications such as size of the firm; size of the firm's government practice; location of office responsible for the engagement; etc.*

### Understanding your needs

We understand that the County seeks an audit of the fiscal years ending November 30, 2023, 2024, 2025 and 2026. The scope includes:

- Financial statement audits of the County, the Clerk of the Circuit Court, the Water and Sewerage System of DuPage County, the Emergency Telephone System Board of DuPage County (ETSB) and the Veterans Assistance Commission (VAC)
- Compliance audits of the County and Water and Sewerage System federal awards

The County deserves to work with a firm that understands its unique and complex operation. As your current auditor, we have that knowledge and will continue to serve the County with a consistent team of public sector auditors with deep experience auditing some of the largest counties in Illinois.

The following pages detail our specific qualifications that support our experience, expertise and credentials to continue providing the County with a high-quality, timely engagement that meets your requirements.



### Offering our resources: Baker Tilly at a glance

We dedicate ourselves to delivering efficiency, quality, creativity, innovation and forward-thinking solutions to public sector clients. Baker Tilly is passionate about enhancing and protecting our clients' impact, which is a collective effort by everyone across our firm. **Our public sector team maintains a separate practice group of more than 350 team members devoted to serving clients like you.** The County will receive an exceptional experience for your organization. Below are some key facts about our firm and the resources we bring to your engagement.



**10th**  
largest accounting  
firm in the U.S.



**6,500**  
team members



**550**  
partners



**2,000+**  
Certified Public  
Accountants



**\$1.3B**  
firm revenue  
in FY2022



**50+**  
U.S. office  
locations



**250+**  
workplace and  
culture awards

#### COMPREHENSIVE EXPERIENCE TO SERVE YOU

*The County will receive support and guidance from a respected firm that continues to grow — as evidenced by INSIDE Public Accounting naming Baker Tilly as the 10th largest accounting firm in the United States on their 2023 IPA Top 100 list.*

### Celebrating more than 90 years serving our valued clients

As a future-looking firm, we celebrate more than 90 years of dedication to our clients by honoring our roots and continuing to shape our future. We embrace the fact that organizations can't stand still — and we won't stand still. As we help our clients identify new needs and opportunities, we continuously innovate and evolve to work better.



Our roots took hold in 1931 in Waterloo, Wisconsin, where we began as a public accounting firm specializing in canning factory audits. Since that time, we have grown with more than 40 different business combinations, each with its own rich history, expanding our presence coast to coast and globally and expanding our scope across industries, services and areas of expertise. One thing has not changed over time: **our shared passion for supporting our clients in achieving their purpose.**

### Delivering specialized expertise to our public sector clients

Unlike many other firms, Baker Tilly is organized by industry, not service line. What does this mean for the County? It means you will be served by a carefully selected team that blends our government-focused professionals with experienced specialists in the activities of the County. The County will work with a knowledgeable team that understands your specific challenges and provides innovative solutions to help you overcome them.

State and local government is a complex, unique environment shaped by fiscal, regulatory and operational considerations not found in other industries. Recognizing this complexity and eager to serve as a true valued advisor to the public sector, Baker Tilly formalized its dedicated public sector specialization more than 50 years ago. **Today, more than 350 Baker Tilly professionals — including nearly 30 partners — focus directly on serving governments and provide hundreds of thousands of client service hours annually to organizations like the County.**

#### Providing industry specialization


Baker Tilly has served state and local governments since our establishment more than 90 years ago. We are one of the few CPA firms with a practice group dedicated entirely to serving governmental clients.



## 2. FIRM QUALIFICATIONS

Nationwide, our public sector practice serves nearly 4,000 state and local governmental entities, including counties, utilities, municipalities, school districts, transit organizations, airports and special authorities. Several of these client groups are now served by dedicated specialists in distinct subpractices.

**Public sector: Experience that matters**



**4,000+ public sector clients****90+ years of industry experience****Serving clients nationwide**

### COMMITMENT TO THE PUBLIC SECTOR

*Baker Tilly has been in business for more than 90 years, and public sector entities were some of our first clients.*

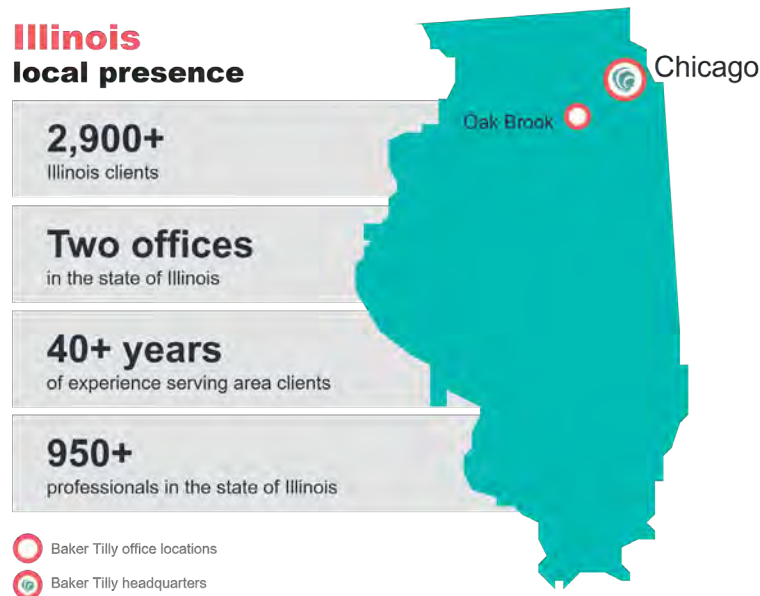
The County benefits from our industry focus and our public sector team members and partners in several specific ways:

- Specialized training and continuing education on governmental accounting topics
- Dedication to the public sector, working exclusively with the public sector year-round
- Industry involvement and thought leadership with national, regional and local governmental and accounting associations
- Shared resources, including webinars, workshops, newsletters and podcasts specific to state and local governments
- Available year-round for consultations, routine questions and pragmatic recommendations

### Office serving the engagement

The County's engagement will continue to be served by team members based in our Oak Brook office.

Northern Illinois has one of the most diversified economies in the country and is a center for education, culture and innovation. It is also home to Baker Tilly's national headquarters and one of our largest offices in the United States. Our Illinois presence includes more than 950 professionals in two locations committed to helping clients in a wide range of industries enhance and protect their value. You will receive exceptional service from a qualified local team that can draw on our firm's broad national resources as your goals or needs evolve.



#### LOCAL PRESENCE AND EXPERTISE TO SUPPORT THE COUNTY

*The County can count on Baker Tilly's Illinois presence to offer you an in-depth understanding of economic conditions, knowledge of regional and state regulations, and on-the-ground assistance whenever needed.*

### Serving Illinois communities through stewardship

Baker Tilly believes in the power of community and is committed to making a difference through collective acts of service. Our Illinois team members support dozens of local not-for-profit organizations to make our communities a better place to live and work, including the following:

- American Heart Association
- Anti-Cruelty Society
- Beyond Hunger, **recipient of a 2020 Baker Tilly Wishes Grant**
- Big Shoulders Fund
- Cara Chicago, **recipient of a 2021 Baker Tilly Wishes Grant**
- Chicago Public Schools
- Chicago Summer Business Institute
- Girl Scouts of Illinois
- Housing Forward, **recipient of a 2023 Baker Tilly Wishes Grant**
- Jewish Center for Youth Services
- Lurie Children's Hospital
- National Kidney Foundation
- Rainbows for All Children
- Step Up Women's Network

## 2. FIRM QUALIFICATIONS






b) The firm's relevant expertise as it relates to the scope and extent of services to be provided, including any recent experience with County government, Single Audits, Public Works, and/or Emergency Telephone System Boards (aka 9-1-1).

c) Significant qualities that differentiate the firm from its competitors.

### Relevant experience

#### Experience and capabilities auditing county governments

Besides our in-depth knowledge of the County's operations and experience gained from being the County's auditor for many years, Baker Tilly has extensive qualifications for auditing county governments, including six of the seven largest counties (by population) in Illinois. This depth of experience allows us to share relevant information, best practices and ideas, and help our clients with their individual needs. Baker Tilly provides financial and compliance audit service to the following county governments in the Midwest and beyond.

 <b>IL</b>	 <b>IA</b>	 <b>MN</b>	 <b>PA</b>	 <b>WI</b>
<b>Illinois county clients</b>	<b>Iowa county clients</b>	<b>Minnesota county clients</b>	<b>Pennsylvania county clients</b>	<b>Wisconsin county clients</b>
<ul style="list-style-type: none"><li>• DeKalb</li><li>• DuPage</li><li>• Kane</li><li>• Lake</li><li>• McHenry</li><li>• Rock Island</li><li>• Will</li><li>• Winnebago</li></ul>	<ul style="list-style-type: none"><li>• Scott</li></ul>	<ul style="list-style-type: none"><li>• Dodge</li><li>• Le Sueur</li><li>• Olmsted</li><li>• Renville</li><li>• St. Louis</li><li>• Steele</li><li>• Stevens</li><li>• Waseca</li></ul>	<ul style="list-style-type: none"><li>• Columbia</li><li>• Delaware</li><li>• Lackawanna</li><li>• Luzerne</li><li>• Lycoming</li><li>• McKean</li><li>• Monroe</li><li>• Tioga</li><li>• Union</li></ul>	<ul style="list-style-type: none"><li>• Ashland</li><li>• Bayfield</li><li>• Calumet</li><li>• Dane</li><li>• Dodge</li><li>• Green</li><li>• La Crosse</li><li>• Lafayette</li><li>• Marathon</li><li>• Milwaukee</li><li>• Price</li><li>• Racine</li><li>• Rock</li><li>• Sauk</li><li>• Shawano</li><li>• Trempealeau</li><li>• Walworth</li><li>• Washington</li></ul>

#### COUNTY CLIENTS SERVED BY BAKER TILLY

*We leverage our expertise to better serve the County, sharing best practices and lessons learned from our significant county client roster across the Midwest and beyond.*

### Specialized expertise auditing counties in Illinois

As noted earlier, in addition to auditing DuPage County, Baker Tilly audits seven other counties in Illinois, including the four other collar counties. While each county has its own operational nuances and needs, each also shares similar regulatory challenges and opportunities. An overview of similar county audit engagements is detailed in the table below. We are immersed in the state-specific requirements of Illinois counties. For example, we are currently working with Lake County to establish the correct treatment of its VAC due to changes related to public act 102-0732.

	ACFR/ AFR	Single audit	Health dept.	Circuit Court Clerk	Public works	ETSB	VAC
DeKalb County							
Kane County							
Lake County							
McHenry County							
Rock Island County							
Will County							
Winnebago County							

### Experience with other local governments in Illinois

The following list includes a sampling of our state and local government clients from Illinois. We are glad to provide contact information for any client on request.

ILLINOIS GOVERNMENT CLIENTS	
<b>Village clients</b> Broadview Chicago Ridge Deerfield Glenview Hodgkins Lake Zurich Lemont Lincolnshire Lisle Mahomet Maywood McCook Northfield Oak Lawn Roselle Sauk Village Schaumburg  <b>Library clients</b> Bedford Park Highland Park Hodgkins McCook	<b>City clients</b> Bloomington Blue Island Chicago Galesburg Highland Park Lake Forest Moline  <b>Other entities</b> Chicago Teachers' Pension Fund Cook County Deferred Compensation Plan Greater Peoria Mass Transit District Hodgkins Park District Illinois Department of Human Services Illinois State Board of Education Lake County Forest Preserves Pace Suburban Bus Service Regional Transportation Authority Rockford Mass Transit District Springfield Mass Transit District  <b>School districts</b> Baker Tilly audits more than 50 Illinois public schools, including Chicago Public Schools

## 2. FIRM QUALIFICATIONS

### ILLINOIS GOVERNMENT CLIENTS

#### Utility clients

DuPage County Water and Sewerage System  
Fox River Water Reclamation District  
Glenbard Wastewater Authority  
Metropolitan Water Reclamation District of  
Greater Chicago  
Illinois Municipal Electric Agency  
Thorn Creek Basin Sanitary District

### Single audit experience

Since the passage of the Single Audit Act of 1984, Baker Tilly has recognized the importance of becoming specialists in this highly complex area. Our firm currently performs more than 700 single audits each year, ranking Baker Tilly in the top four nationally based on a number of audits conducted by CPA firms.

To stay on top of the changing requirements, our firm serves on various American Institute of Certified Public Accountants (AICPA) committees that study financial and single audit issues. We have been selected as speakers for nationally sponsored training courses, and we actively participate in industry events.

Our depth of experience with single audits places us in a unique position to perform the single audits for the County. Our firm is also asked to review and comment on various single audit documents created by the AICPA and OMB prior to their issuance. Below is a list of documents where we have provided contributions:

### Single audit leadership

Baker Tilly conducts more than 700 single audits each year, ranking us in the top four, nationally, based on number of audits conducted by CPA firms.

DOCUMENT	YEARS	ORGANIZATIONS
AICPA Audit Guide — GAS and Single Audits	2005-2016, 2022	AICPA
OMB Compliance Supplement	2008-2021	OMB

### AICPA study on single audit quality

The AICPA performed a study on single audit quality. The study showed three factors that directly correlate to the quality of the audit engagements:

- Size of the firm's single audit practice
  - Baker Tilly has approximately 400 professionals performing single audits.
- Membership in the Government Audit Quality Center (GAQC)
  - Since the Center's inception, Baker Tilly has been a member and has served multiple terms on the Executive Committee of the GAQC.
- Qualifications of the engagement partner
  - Joe Lightcap, managing director on your engagement team, leads more than a dozen single audit engagements annually, including the single audits for DuPage County and the Water and Sewerage System of DuPage County.

## 2. FIRM QUALIFICATIONS

### Government Finance Officers Association (GFOA) Certificate of Achievement (COA) for Excellence in Financial Reporting

You require a firm whose clients excel in receiving the COA from the GFOA. Baker Tilly is that firm. We continue to be heavily involved with the GFOA award for excellence in financial reporting by volunteering as report reviewers for the GFOA. We will be responsible for the final technical review of your Annual Comprehensive Financial Report (ACFR). We audit clients around the country that receive this award every year, including approximately 20 counties.

GFOA CERTIFICATE OF ACHIEVEMENT AWARD RECIPIENTS			
Counties	Cities	Towns/Villages	Other entities
Dane, WI	Beloit, WI	Ashwaubenon, WI	Brazos River Authority (TX)
DeKalb, IL	Bloomington, IL	Bayside, WI	Brownsville Public Utilities Board (TX)
Delaware, PA	Brookfield, WI	Cave Creek, AZ	Chicago Public Schools (IL)
DuPage, IL	Buckeye, AZ	Chino Valley, AZ	Daisy Mountain Fire District (AZ)
Kane, IL	Bullhead City, AZ	Deerfield, IL	Ferguson Township (PA)
La Crosse, WI	Casa Grande, AZ	Dewey-Humboldt, AZ	Forest Preserve District of Cook County (IL)
Lake, IL	El Mirage, AZ	Florence, AZ	Grand Rapids Public Utilities Commission (MN)
Lycoming, PA	Fitchburg, WI	Germantown, WI	Guadalupe Blanco River Authority (TX)
Marathon, WI	Franklin, WI	Glenview, IL	Lake County Forest Preserves (IL)
McHenry, IL	Galesburg, IL	Grafton, WI	Metropolitan Water Reclamation District (IL)
Milwaukee, WI	Green Bay, WI	Lake Zurich, IL	Milwaukee Metropolitan Sewage District (WI)
Olmsted, MN	Highland Park, IL	Lemont, IL	Milwaukee Public Schools (WI)
Racine, WI	Janesville, WI	Lincolnshire, IL	New Braunfels Utilities (TX)
Rock Island, IL	Kingman, AZ	Lisle, IL	North Shore Fire Department (WI)
Sauk, WI	Lake Forest, IL	Marana, AZ	Northwest Fire District (AZ)
Scott, IA	Madison, WI	Northfield, IL	Oak Creek Water & Sewer Utilities (WI)
Walworth, WI	Mequon, WI	Oak Lawn, IL	Pace Suburban Bus Service (IL)



## 2. FIRM QUALIFICATIONS

GFOA CERTIFICATE OF ACHIEVEMENT AWARD RECIPIENTS			
Counties	Cities	Towns/Villages	Other entities
Washington, WI	Middleton, WI	Oro Valley, AZ	Park Employees' Benefit and Annuity Fund of Chicago (IL)
Waukesha, WI	Milwaukee, WI	Paradise Valley, AZ	Rockford Public Schools (IL)
Will, IL	Moline, IL	Roselle, IL	San Antonio River Authority (TX)
Winnebago, IL	Neenah, WI	Schaumburg, IL	San Antonio Water System (TX)
	Oconomowoc, WI		St. Paul Public Housing Agency (MN)
	Prescott, AZ		Thom Creek Basin Sanitary District (IL)
	Rosemount, MN		VIA Metropolitan Transit (TX)
	Safford, AZ		VIA Metropolitan Transit Retirement Plan (TX)
	Sun Prairie, WI		
	Tolleson, AZ		
	West Bend, WI		

### GFOA COA program reviewers

Members of your engagement team, including **Joe Lightcap**, **Jason Coyle**, **Michael Malatt** and **Amanda Blomberg**, are among the 16 Baker Tilly professionals who perform COA reviews for GFOA. Below is the complete list of current Baker Tilly GFOA report reviewers:

BAKER TILLY GFOA REVIEWERS	
<b>Amanda Blomberg, Managing Director</b>	Brian Hemmerle, Partner
Sommer Cannon, Director	Steve Henke, Senior Manager
John Compton Jr., Partner	Cailee Lewis, Senior Manager
<b>Jason Coyle, Partner</b>	<b>Joseph Lightcap, Managing Director</b>
Jodi Dobson, Partner	<b>Michael Malatt, Partner</b>
Paul Frantz, Partner	Amanda Mboga, Senior Manager
Nick Goeman, Senior Manager	John Rader, Managing Director
Sheanne Hediger, Partner	Wendi Unger, Partner

### **Implementing new Governmental Accounting Standards Board (GASB) standards**

**In recent years, we have assisted the County with the implementation of GASB 84, *Fiduciary Activities*, and GASB 87, *Leases*.** We anticipate we can provide assistance to the County on the impending implementation of GASB 96, *Subscription-based Information Technology Arrangements*. We will also provide preliminary insights and guidance on the newest standards issued such as GASB 101, *Compensated Absences*.

In addition to these recently issued GASB statements, other GASB standards and exposure drafts outstanding are expected to significantly impact current reporting practices. Baker Tilly follows these closely and often prepares comment letters to GASB on behalf of the profession to raise items of potential concern before the standards are finalized. We continuously monitor GASB pronouncements — both issued and proposed — to evaluate how they will impact our clients. The impacts will be discussed with the County through various phases of the audit (planning, fieldwork, audit completion).

We routinely assist our government clients with implementing new accounting standards. To keep our clients up-to-date on the latest government accounting issues, Baker Tilly provides leadership to industry organizations through our involvement as authors, speakers, trainers and promoters of government accounting and auditing advancement.

For each new GASB standard, we provide tools and templates that help our clients with implementation. **Many of these tools and templates are available at [bakertilly.com](http://bakertilly.com).**



### Providing the County with exceptional service

As a public sector organization, the County deserves to work with dedicated public sector specialists who go far beyond simply putting the right numbers in the right boxes. You require a dedicated team who will support your goals and who will offer audit services that meet your needs now and as they evolve.

DuPage County is an important client to Baker Tilly, we apply experience-based insight to help solve problems and look ahead to opportunities. The following table details how we plan to address your needs in a valuable way.

WHAT WE UNDERSTAND YOU NEED	HOW BAKER TILLY WILL MEET YOUR NEEDS
<b>DuPage County and Illinois county specialists</b>	<ul style="list-style-type: none"> <li>A team of professionals who have a long and successful track record of working with County management and staff members and providing support during transitional periods in the department</li> <li>In-depth understanding of the unique nature of your organization and ability to share insights and best practices from our work with the largest counties in Illinois, including implementation of new GASB statements, establishment of new reporting for VACs and state reporting requirements</li> </ul>
<b>Public sector industry specialization</b>	<ul style="list-style-type: none"> <li>Specialized knowledge and direct experience gained from serving nearly 4,000 public sector clients, including all five collars and six of the seven largest counties in the state</li> <li>Support from 350+ team members who are deeply entrenched in the public sector, providing assurance and advisory services to meet the full spectrum of needs for public sector agencies</li> </ul>
<b>A depth of resources to meet your evolving needs</b>	<ul style="list-style-type: none"> <li>Ability to offer a bench strength of 6,500+ professionals, including 550 partners, as the 10th largest accounting firm in the United States</li> <li>Added value with the “best of both worlds;” we provide a smaller firm focus supported by large firm resources</li> </ul>
<b>Value for fees paid</b>	<ul style="list-style-type: none"> <li>Competitive fee arrangement; we do not bill for every question, comment or concern</li> <li>Significant partner, managing director and senior manager involvement to deliver timely, responsive service</li> <li>Year-round training, education and insight at no additional cost</li> <li>Streamlined approach that pairs technical expertise with innovative technology to add efficiencies</li> </ul>

## 2. FIRM QUALIFICATIONS

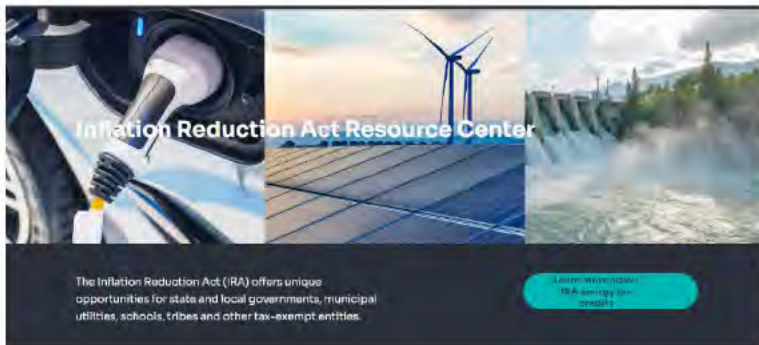
### Sharing complimentary educational resources to keep the County informed

Baker Tilly's position of leadership, significant involvement in the accounting profession, and deep industry and service specialization translates into knowledge we will share with the County. We are committed to delivering additional value by informing and educating your staff and supporting your operations. Complimentary educational opportunities include:

- **Meaningful, timely and realistic guidance** and responses to routine questions throughout the year at no additional charge.
- **Regular webinars** on topics such as fraud, understanding financial reports, new GASB reporting standards, grant-related topics and cost reduction/revenue maximization. These webinars are free to our clients and qualify for continuing professional education (CPE) credits. Webinar recordings are available on our website and can be viewed anytime.
- **Web-based resources**, including our [Inflation Reduction Act Resource Center](#), are available to Baker Tilly clients and feature educational materials, tools and resources on topics important to governments.
- Our **CommuniTIES Connection newsletter** features industry and accounting updates.
- Our weekly **CommuniTIES podcast series** features public sector leaders from across the firm providing practical guidance to help governmental entities navigate challenges and seize opportunities.
- **Timely alerts** provide updates on laws, regulations or decisions with an immediate or near-future impact on local government clients.

### CPE opportunity for DuPage County staff

In addition to the resources and webinars available on our website, we'd like to offer a half-day of complimentary CPE-eligible training for County staff on topics that would be of interest.



**An ESG primer for state and local government leaders**

*Click the images above to view our most recent resources designed to address trending topics for local governments. Additional webinars and on-demand videos are available at [bakertilly.com/industries/state-and-local-government](https://bakertilly.com/industries/state-and-local-government).*



d) The firm's most recent peer review with a statement as to whether it included reviews of any government engagements, and, if so, if there were any comments related to these engagements.

### Receiving another “pass” report: Baker Tilly’s peer review

Our most recent peer review was completed in October 2021. **As with previous peer reviews, Baker Tilly received a “pass” report — the highest level of confidence we can obtain regarding our firm’s system of quality control.** No letter of comments was issued. In our more than 90 years of business, Baker Tilly has never had disciplinary action taken against our firm by the AICPA or any state boards or regulatory agencies. The peer review included government engagements.



MOSSADAMS

#### Report on the Firm’s System of Quality Control

October 28, 2021

To the Partners of Baker Tilly US, LLP and the  
National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Baker Tilly US, LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

#### Firm’s Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

#### Peer Reviewer’s Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm’s compliance therewith based on our review.

#### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; audits performed under FDICIA; audits of broker-dealers; and examinations of service organizations. [SOC 1® and SOC 2® engagements].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

#### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Baker Tilly US, LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Baker Tilly US, LLP has received a peer review rating of *pass*.



## 2. FIRM QUALIFICATIONS

*e) Circumstances involving any state regulatory agency or professional organization and status of disciplinary action taken, or pending, against the firm during the past three years.*

### Staying in compliance: No disciplinary actions

Baker Tilly's auditing procedures and working papers are compliant with applicable AICPA, PCAOB, Generally Accepted Government Auditing Standards (GAGAS) and SEC standards, and federal and state laws. Our work is regularly evaluated through AICPA peer review, PCAOB inspections and other regulatory oversight.

We are pleased to report that our firm has never received disciplinary action by any state accountancy boards, the AICPA, the PCAOB, nor any other agency.

*f) Availability of internal resources relative to government compliance.*

### Industry involvement fosters knowledge we share with you

To help you prepare for and respond to change, we are actively involved in local and national associations, keeping us on the leading edge of what is happening in our industry. Our memberships in the following organizations and our involvement as authors, speakers, trainers and promoters of governmental accounting and auditing help us actively assist you with implementing new regulations or adopting new standards. Because of this active involvement, we are able to provide the County with timely and relevant industry information. It also allows us to be a sound resource to the County as complex or routine accounting and auditing issues arise.

#### BAKER TILLY IS INVOLVED WITH THE FOLLOWING INDUSTRY ASSOCIATIONS:

- |   |   |  |
|---|---|--|
| <ul style="list-style-type: none"><li>• American Institute of Certified Public Accountants (AICPA)</li><li>• American Public Power Association</li><li>• American Water Works Association</li><li>• American Women's Society of Certified Public Accountants</li><li>• Association of Certified Fraud Examiners</li></ul> | <ul style="list-style-type: none"><li>• Association of Government Accountants</li><li>• Government Finance Officers Association</li><li>• Illinois Association of School Business Officials</li><li>• Illinois CPA Society (ICPAS)</li><li>• Illinois Government Finance Officers Association (IGFOA)</li><li>• Illinois Municipal Treasurers Association</li></ul> | <ul style="list-style-type: none"><li>• Information Systems Audit and Control Association</li><li>• International City/County Management Association</li><li>• National Association of Municipal Advisors</li><li>• National Association of Professional Women</li></ul> |
|---|---|--|

Baker Tilly does not just belong to these organizations. We are active members who serve on committees and support the organizations with our time and funds. For example:

- Partner Jason Coyle is chair of the ICPAS Governmental Executive Committee. He is also a member of the IGFOA Technical Accounting Review Committee.
- Partner Michael Malatt is on the IGFOA Professional Education Committee.
- Baker Tilly's professional practice partner for the public sector, Jodi Dobson, was appointed last year to the AICPA's State and Local Government Expert Panel.

## 2. FIRM QUALIFICATIONS

We are often called upon by different local government associations to analyze proposed changes and to provide recommendations to improve these proposals and/or to identify elements within the proposed changes that impact our clients and their operations. In recent years, Baker Tilly has conducted training or developed educational programs on GASB pronouncements, budgeting, taxation, local income taxes (LIT) and other legislative impacts, as well as various other topics where significant changes have occurred.

### Single audit and uniform guidance resources

Baker Tilly has significant expertise in performing compliance audits for organizations that receive funding from the federal government. We serve on various AICPA committees studying audit issues and serving as thought leaders to the profession as rules, regulations and audit requirements are contemplated. Our current leadership and involvement include:

- Amanda Blomberg, Managing Director, is an AICPA single audit advance certificate holder and is an AICPA peer review oversight reviewer for single audits.
- Blaine Jasper, Director, sits on the Executive Committee for the AICPA's Government Audit Quality Center (GAQC). Blaine, along with Manager Stephanie Jacobs, also works closely with the AICPA to design compliance audit templates that will be included with their Dynamic Audit Solution (DAS).

These individuals are directly available to your engagement team and to you to consult on complex matters or questions that may arise during the County's audit.

### Involvement in AICPA committees and initiatives important to governments

Baker Tilly professionals are among the most influential in the accounting and advisory industry, with Baker Tilly thought leaders directly involved with issues shaping our industry.

To help you respond to and prepare for change, Baker Tilly professionals are actively involved in various AICPA committees and initiatives. This involvement keeps us on the leading edge of what is happening in our industry. The following are a few of AICPA boards and committees we are involved in that are relevant to the County.

INITIATIVE	PURPOSE	DATES
<b>Governmental Audit Quality Center (GAQC)</b>	Promotes the importance of quality governmental audits, serves as a resource to member firms, provides members with online tools for sharing ideas and recognizes CPA firms that demonstrate a commitment to governmental audit quality	Since its inception
<b>Governmental Audit Quality Center (GAQC) Executive Committee</b>	Governs the GAQC, develops the policies of the GAQC and oversees GAQC activities; also meets twice annually in conjunction with the Single Audit Roundtable (SART), which includes federal inspectors general, federal agencies and CPA firms	2021-present 2012-2015
<b>Technical Issues Committee (TIC)</b>	Volunteers on a committee of CPA practitioners who represent the views of local firms and small-to-medium-size governments in the standards setting process	2013-2019



## 2. FIRM QUALIFICATIONS

INITIATIVE	PURPOSE	DATES
<b>State and Local Government Expert Panel</b>	Serves the needs of AICPA members regarding financial and business reporting and audit and attest matters; protects the public interest by bringing together knowledgeable parties in the state and local government industry to deliberate and come to agreement on key state and local government issues	2021-present 2012-2020 2004-2008
<b>Auditing Standards Board (ASB)</b>	AICPA's senior committee for auditing, attestation and quality control applicable to the performance and issuance of audit and attestation reports for nonissuers	2015-2019 2010-2013
<b>Peer Review Oversight Reviewer — Single Audits</b>	Monitors the quality of peer reviews performed on OMB single audits	2014-present
<b>Peer Review Board</b>	Promulgates the peer review standards and oversees the administration of the peer review program	2017-present
<b>National Peer Review Committee (NPRC)</b>	Administering entity for all firms that are required to be registered and inspected by the PCAOB or for firms that perform work under PCAOB standards	2011-2019

*g) Conflict of interest statement stating that the firm is independent of the County, its agencies, elected officials, and/or employees, as defined by generally accepted auditing standards.*

### Ensuring independence

Baker Tilly and our partners and staff are independent with respect to the County as defined by generally accepted auditing standards (GAAS) and the Government Auditing Standards set forth by the U.S. Government Accountability Office (GAO). We will maintain an independent attitude and appearance through the full term of the engagement.

Formal independence guidelines are contained in our employee handbook based on rules and regulations established by the Comptroller General of the United States and the AICPA.

We have no knowledge of any business, investment or family relationships with the County, its agencies, officials, department heads, or other employees and personnel of our firm that would impair our independence.

## 2. FIRM QUALIFICATIONS

*h) List of three (3) government references, preferably current clients similar in size and scope to the County, including the name of the governmental entity; a contact name, title, email address, and telephone number; and a brief profile of the engagement.*

### Demonstrating successful relationships with similar clients

We encourage you to connect with the clients below to learn more about the value of their relationship with Baker Tilly. Each client will offer a different perspective as you consider your own needs.

#### WILL COUNTY (GFOA COA AWARD WINNER)

<b>Name</b>	Karen Hennessy	<b>Title</b>	Finance Director
<b>Phone</b>	[REDACTED]	<b>Email</b>	<a href="mailto:khennessy@willcountyillinois.com">khennessy@willcountyillinois.com</a>
<b>Services</b>	Baker Tilly has provided annual audit services to the County since 2010. This includes audits of the County's ACFR and the single audit.		

#### KANE COUNTY (GFOA COA AWARD WINNER)

<b>Name</b>	Amy Ramer-Holmes	<b>Title</b>	Finance Manager
<b>Phone</b>	[REDACTED]	<b>Email</b>	<a href="mailto:RamerHolmesAmy@co.kane.il.us">RamerHolmesAmy@co.kane.il.us</a>
<b>Services</b>	Baker Tilly has provided annual audit services to the County since 2014. This includes audits of the County's ACFR, single audit and Circuit Court Clerk.		

#### LAKE COUNTY (GFOA COA AWARD WINNER)

<b>Name</b>	Patrice Sutton	<b>Title</b>	Chief Finance Officer
<b>Phone</b>	[REDACTED]	<b>Email</b>	<a href="mailto:psutton@lakecountylvil.gov">psutton@lakecountylvil.gov</a>
<b>Services</b>	Baker Tilly provided annual audit services to the County from 2004-2016 and again beginning in 2022, as well as the Circuit Court Clerk from 2004-present. This includes audits of the County's ACFR, single audit, health department reports, Circuit Court Clerk, Public Works, Veteran's Assistance Commission, Solid Waste Agency and ETSB.		

#### PROVIDING VALUABLE PERSPECTIVES FROM CURRENT CLIENTS

*At Baker Tilly, relationships matter. Our team has a record of successfully enhancing and protecting similar clients' goals — resulting in experience-based insights for the County.*

### 3. Key qualifications

*The County will continue to work with a committed and consistent team of public sector auditors who have a deep understanding of your organization.*

a) Affirmation that all assigned key professional staff are licensed to practice as a certified public accountant in the State of Illinois.

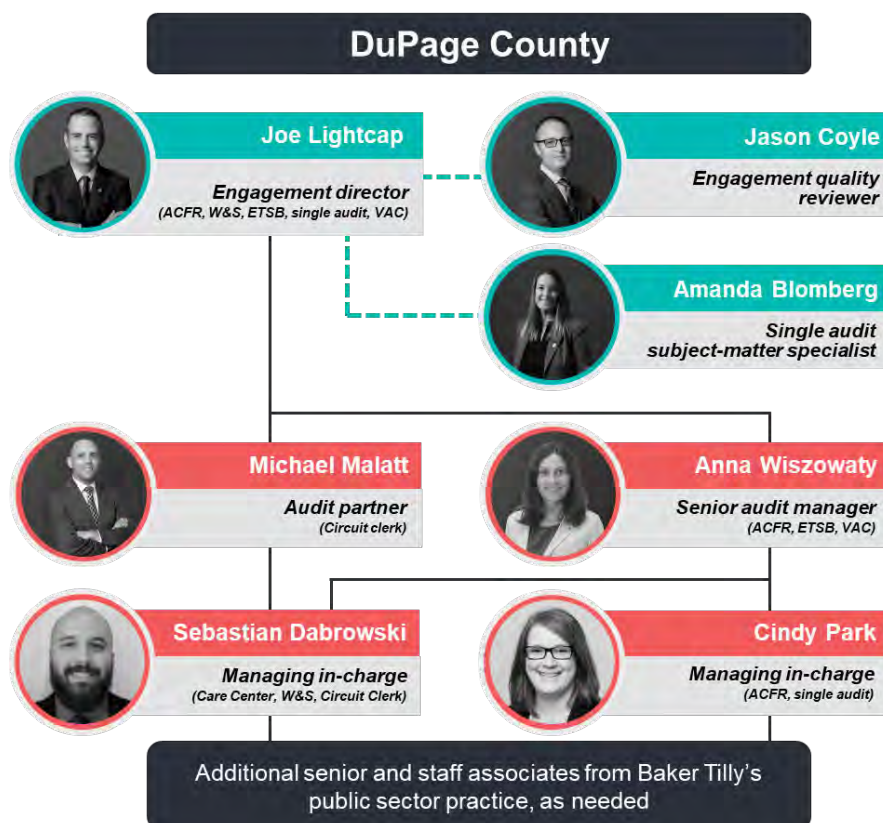
#### Licensed CPAs in Illinois

All key partners and managers assigned to the County's audit are licensed to practice as certified accountants in the State of Illinois.

b) Recent government auditing experience of all professional staff assigned to the engagement, including the name of the governmental entity; the staff's level of responsibility for the engagement; the number of years the staff has worked on the engagement; etc.

#### Aligning key engagement team members with your goals





Your handpicked team of professionals offers a collaborative focus supported by the breadth and depth of our firm's national resources. We believe in strong personal relationships, and this means a personal interest in the County from some of our most experienced team members.








### 3. KEY QUALIFICATIONS

Engagement team members are introduced below, and complete resumes are available in **Appendix I**.

INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR THE COUNTY		
	<b>Joseph Lightcap, CPA — Managing director</b>	
	<b>Role: Engagement director, ACFR, Water and Sewerage System, single audit, ETSB and VAC</b>	<b>Similar engagements</b>
	Joe will continue to oversee the entire engagement to make sure the County receives a meaningful, genuine experience. He will work with the audit team to provide a seamless and well-planned engagement process, valuable solutions and technically accurate final deliverables to achieve your goals. He will also collaborate with Jason Coyle to ensure that the health department audit is seamlessly integrated into the County ACFR. Joe is committed to the County's success and satisfaction with our services; he will collaborate with you and the team to meet your deadlines and exceed expectations.	<ul style="list-style-type: none"> <li>McHenry County (Partner 2020-2021)</li> <li>McLean County (Partner 2016-2018; Manager 2013-2015)</li> <li>Will County (Manager 2011-2015)</li> </ul>
	<b>Michael Malatt, CPA — Partner</b>	
	<b>Role: Audit partner for the Circuit Clerk</b>	<b>Similar engagements</b>
	Michael will make sure the County's Circuit Clerk audit is completed according to plan and that our team is timely, meets your quality standards and exceeds your expectations.	<ul style="list-style-type: none"> <li>DeKalb County (Partner 2022-Present)</li> <li>Kane County (Senior manager/Partner 2014-Present)</li> <li>Rock Island County (Partner 2022-Present)</li> </ul>
	<b>Jason Coyle, CPA — Partner</b>	
	<b>Role: Engagement quality reviewer</b>	<b>Similar engagements</b>
	Jason leads Baker Tilly's public sector audit group in Illinois. He will help make sure that quality, integrity and satisfaction are maintained at all times during the engagement. Jason is also the partner-in-charge of the County's health department audit engagement.	<ul style="list-style-type: none"> <li>Kane County (Partner 2014-2021)</li> <li>Lake County (Partner 2022-Present)</li> <li>City of Chicago (Partner 2020-Present)</li> </ul>
	<b>Amanda Blomberg, CPA — Managing director</b>	
	<b>Role: Single audit subject-matter specialist</b>	<b>Similar engagements</b>
	Amanda specializes in providing single audits and consulting services to state and local governments. She will be available to the County and your audit team to consult on technical or complex matters related to the single audit.	<ul style="list-style-type: none"> <li>City of Chicago (Director and Senior manager 2006-Present)</li> <li>Lake County (Director 2022-Present; Manager/Senior manager 2007-2016)</li> </ul>



### 3. KEY QUALIFICATIONS

INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR THE COUNTY		
	<b>Anna Wiszowaty, CPA — Senior manager</b>	
	<b>Role: Audit senior manager for the ACFR, ETSB and VAC</b>	<b>Similar engagements</b>
	Anna will coordinate project management and communication between the County and Baker Tilly to deliver a seamless, collaborative audit engagement. She will gain an in-depth understanding of your processes to effectively guide the County through complex or unusual transactions and answer day-to-day questions.	<ul style="list-style-type: none"> <li>Will County (Manager/ Senior manager 2017-Present)</li> </ul>
	<b>Cindy Park — Senior associate</b>	
	<b>Role: Managing in-charge for the ACFR and single audit</b>	<b>Similar engagements</b>
	Cindy will oversee planning, fieldwork and reporting for the single audit and assist Anna in other areas of the County's audit, as needed. She will be responsible for the senior and staff associates during the audit process. Cindy is also the in-charge of the County's health department audit engagement.	<ul style="list-style-type: none"> <li>DeKalb County (In-charge 2022-Present)</li> <li>Kane County (Single audit in-charge 2018-2021)</li> <li>Village of Schaumburg (In-charge 2020-Present)</li> </ul>
	<b>Sebastian Dabrowski — Senior associate</b>	
	<b>Role: Managing in-charge for the Water and Sewerage System, DuPage Care Center and the Circuit Clerk audit</b>	<b>Similar engagements</b>
	Sebastian will oversee planning, fieldwork and reporting related to the Water and Sewerage, DuPage Care Center and the Circuit Clerk audit. He will be responsible for the senior and staff associates during the audit process.	<ul style="list-style-type: none"> <li>Kane County (In-charge 2017-Present)</li> <li>Lake County (Health department in-charge 2022-Present)</li> </ul>

#### THE COUNTY WILL RECEIVE TANGIBLE RESULTS WITH BAKER TILLY

*All engagement team members are committed to the County's success. Their industry experience and service expertise translate into tangible results for the County.*

We strive to keep engagement teams intact and provide continuity for the County, especially at the leadership level. If in the future, however, there is a desire to have a fresh perspective, we can leverage our deep bench of experienced public sector auditors to make that happen.

*c) List of any relevant and current continuing professional education and/or memberships in professional organizations for all professional staff assigned to the engagement.*

## Continuing professional education (CPE) and professional memberships

A listing of CPE and memberships in professional organizations can be found in each team member's resume (see **Appendix I**).

Baker Tilly is committed to supporting our team members' professional growth, including helping them use formal learning opportunities in a way that makes the most sense for their development needs and schedule.

To keep their skills up-to-date, our team members must complete 120 hours of CPE each three-year rolling cycle with a minimum of 20 credits each year. This rolling triennial period creates flexibility for our team members in deciding how to pursue CPE learning opportunities (more some years, less others) to meet their needs and overall CPE requirements. This also aligns our firm with the AICPA's identified best practice.

### CPE courses and events in 2022

In 2022, Baker Tilly sponsored over 1,600 CPE-eligible courses and events. Internal participation in these events resulted in more than 165,000 CPE credits being awarded.

Our firm additionally contracts with third-party vendors who provide over 1,100 courses to our staff in subjects including general skills, accounting and auditing, financial services, leadership, tax and personal development.



### 3. KEY QUALIFICATIONS

*Any professional staff assigned to the engagement may be replaced at the auditor's discretion provided he/she has substantially the same, or better, qualifications and/or experience.*

## Creating an engaging culture to offer a familiar and consistent public sector audit team that will continue to serve you for many years

**We view our commitment to staff continuity as the cornerstone of building a lasting relationship with the County. You can expect to see the same engagement team members every year and avoid the time and cost of onboarding a new team.**

Exceptional professionals thrive at Baker Tilly because we foster an engaging culture through diversity and inclusion, work-life balance, continuous learning opportunities, career advancement and employee recognition. As evidence of our team member-focused culture, Baker Tilly proudly presents a variety of recognitions and awards.

**EVIDENCE OF OUR TEAM MEMBER-FOCUSED CULTURE AND COMMITMENT TO EXCELLENCE**

<p>Baker Tilly was included in <b>People Magazine's 2022 Companies That Care</b> list, which recognizes companies who put their employees and communities first</p> 	<p>Recognized as <b>one of America's Best Large Employers</b> in 2021 and 2022 by Forbes</p>  	<p>Received 250+ culture awards and workplace recognitions firmwide</p>     
<p>Ranked as a <b>top 10 accounting and advisory firm for workplace prestige and quality</b> on Vault Accounting's Accounting 50 list; <b>culture</b> is the number one reason that team members join our ranks and stay at our firm</p> 	<p>Baker Tilly has again been certified as one of the <b>Best Workplaces in Consulting and Professional Services</b> – one of only 25 companies recognized on this list</p> 	<p><b>BEST PLACES to work in PA 2022</b> BUSINESS JOURNAL</p>      

#### ADVANCING AN ENGAGING CULTURE

*Our commitment to attracting and retaining a top-quality workforce benefits the County through engaged team members and staff continuity.*

#### **Managing turnover and finding replacements**

As part of our replacement strategy, we use a regional workforce planning manager to:

- Monitor job-needs requirements and staffing
- Communicate with all staff levels
- Resolve conflicts
- Generate and review reports
- Maintain client and team member information

When turnover happens, this manager evaluates staffing needs and establishes the level of expertise required to quickly find suitable replacements. Our firm's engagement partners and managers are responsible for onboarding replacements and minimizing any disruption to an engagement.

#### **Offering a consistent team for the County**

We guarantee the same team members will serve the County throughout the engagement (subject to team members being promoted or leaving our firm). In some instances, they may alternate roles; however, all team members will have a strong knowledge of your operations.

## 4. Project understanding

*Our relationship-driven approach is powered by technology and led by professionals who deliver a cost-effective, quality engagement for the County. We will deliver audit solutions specifically tailored to address the public sector's underlying complexities and your unique opportunities.*

*Describes the auditor's interest in performing the Scope of Services in this RFP; the auditor's understanding of the services to be provided; and clearly outlines the firm's audit approach, including, but not limited to, a schedule for performing and completing the engagement.*

### Understanding the County's needs

You have requested audit proposals for fiscal years ending November 30, 2023, 2024, 2025 and 2026. The scope of our audit includes a financial audit of the basic financial statements and a compliance audit of the County's federal awards. Our audit will meet or exceed all performance specifications listed in the request for proposals.

Our audit will be made in accordance with GAAS as promulgated by the AICPA; the AICPA audit guide, Audits of State and Local Governmental Units; Government Auditing Standards issued by the U.S. GAO; and OMB Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance), if required.

The primary purpose of the audit is to express an opinion on the financial statements of the entity subject to the audit. Such an audit is subject to the inherent risk that errors or irregularities may not be detected. If conditions are discovered that lead to the belief that material errors, defalcations or other irregularities may exist, or if any other circumstances require extended services, Baker Tilly will promptly advise an appropriate management level.

### Scope of services

#### The County

1. **Financial statement audit of the *Annual Comprehensive Financial Report DuPage County, Illinois (ACFR)*.** In addition to the audit procedures, Baker Tilly will prepare the **Financial Section** of the *ACFR*, excluding the following *Notes to Financial Statements*, which County staff shall prepare, and Baker Tilly will review for accuracy and completeness:
  - Deposits and Investments
  - Deficit Balances
  - Receivables
  - Net Position Fund Balance — Governmental Funds
  - Capital Assets — Component Unit
  - Interfund Receivables/Payables/Transfers
  - Long-Term Obligations
2. County staff will prepare the introductory and statistical sections of the *ACFR*, which Baker Tilly will read for consistency, and the *Management's Discussion and Analysis*, on which the auditor shall perform limited procedures.
3. Baker Tilly will prepare the *ACFR* in a form comparable to the prior fiscal year's report.

## 4. PROJECT UNDERSTANDING

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4. Baker Tilly will also be responsible for performing certain limited procedures on the Required Supplementary Information, which includes the *Historical Pension and OPEB Information*; *Budgetary Comparison Information*; and *Notes to Required Supplementary Information*.
5. We will express an opinion on the fair presentation of the financial position of the governmental activities; business-type activities; the discretely presented component unit; any major fund included in this RFP; the aggregate remaining fund information; and the respective changes in financial position, and, where applicable, cash flows, in accordance with accounting principles generally accepted in the United States of America.
6. We will express an “in relation to” opinion on the County’s combining statements and individual fund financial statements and schedules included in the Supplementary Information Section of the *ACFR*.
7. Baker Tilly will issue a *Communication to Those Charged with Governance and Management* letter to County management.
8. Baker Tilly will prepare the GASB No. 34 adjustment schedule and the related conversion entries between the fund financial statements and the governmentwide financial statements.

### County grant programs

#### *Single audit*

1. **Single audit of the County’s federal award programs.** In addition to the audit procedures, Baker Tilly will prepare all reports and schedules included in the *DuPage County, Illinois Report on Federal Awards* (except for those noted in #2 below) and the *Notes to Schedule of Federal Awards*.
2. County staff shall prepare the *Schedule of Expenditures of Federal Awards* and the *Corrective Action Plan*.
3. Baker Tilly will prepare the *DuPage County, Illinois Report on Federal Awards* in a form comparable to the prior fiscal year’s report.
4. Baker Tilly will express an opinion on the County’s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the major federal programs.
5. Baker Tilly will express an “in relation to” opinion on the *Schedule of Federal Awards*.
6. Baker Tilly will file Form SF-SAC and the Single Audit Reporting Package with the Federal Audit Clearing House no later than thirty (30) days after the receipt of the auditor’s reports.
7. There were four (4) major federal programs in the prior year.

#### *Consolidated Year-End Financial Report*

1. **Audit procedures on the Consolidated Year-End Financial Report (CYEFR).** Baker Tilly will prepare all reports and schedules as required by the state of Illinois.
2. County staff shall prepare the *CYEFR* and upload into the Grant Accountability and Transparency Act portal, along with the *Peer review* letter and *Communication to Those Charged with Governance and Management* letter no later than thirty (30) days after the SF-SAC and Single Audit Reporting is received by the Federal Audit Clearing House.
3. Baker Tilly will express an “in relation” to opinion on the *CYEFR*.

### Clerk of the Circuit Court\*

1. **Financial statement audit of the Clerk of the Circuit Court.** In addition to the audit procedures, Baker Tilly will prepare all sections of the *DuPage County Clerk of the Circuit Court Financial Statement*, except for *Report J-Annual Financial Report*, which shall be prepared by the Clerk of the Circuit Court department.
2. The audited financial statement will be in a form comparable to the prior fiscal year’s financial statement.
3. Baker Tilly will express an opinion on the fair presentation of the assets and liabilities of the DuPage County Clerk of the Circuit Court Agency Fund in accordance with accounting principles generally accepted in the United States of America.
4. Baker Tilly will express an “in relation to” opinion on the *Combining Schedule of Changes in Fiduciary Assets and Liabilities* and *Report J-Annual Financial Report*.



## 4. PROJECT UNDERSTANDING

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5. Management has typically omitted the *Management's Discussion and Analysis* from the Required Supplementary Information Section of the *DuPage County Clerk of the Circuit Court Financial Statement*.

\*Beginning with the County's 2022 year-end, changes in the Circuit Clerk Audit Guidelines, as adopted by the Administrative Office of the Illinois Courts, modified the Clerk of the Circuit Court's reporting format and level of assurance required by its auditor. Baker Tilly will continue to provide the same level of assurance and assistance in relation to the Clerk of the Circuit Court as was provided in 2022.

### Water and Sewerage System of DuPage County

1. **Financial statement audit of the Water and Sewerage System of DuPage County, Illinois, (aka Public Works).** In addition to the audit procedures, Baker Tilly will prepare all sections of the *Water and Sewerage System of DuPage County, Illinois Financial Statements*, except for the *Management's Discussion and Analysis*, which shall be prepared by Public Works staff.
2. Baker Tilly will prepare the *Five-Year Summary of Debt Service Coverage Ratios* that is included in the Other Information Section of the financial statements.
3. The audited financial statements shall be in a form comparable to the prior fiscal year's audited financial statements.
4. Baker Tilly will express an opinion on the fair presentation of the financial position of the Water and Sewerage System of DuPage County, Illinois, in accordance with accounting principles accepted in the United States of America.
5. Baker Tilly will express an "in relation to" opinion on the financial information listed as supplementary information.
6. Baker Tilly will issue a *Communication to Those Charged with Governance and Management* letter to Public Works' management.
7. Baker Tilly will incorporate the Water and Sewerage System's audited financial statements into the County's *ACFR* as an enterprise fund of the County.
8. Single audit
  - a) **Single audit of the Water and Sewerage System's federal award programs.** In addition to the audit procedures, Baker Tilly will prepare all reports and schedules included in the *Water and Sewerage System of DuPage County Report on Federal Awards* (except for those noted in #b below) and the *Notes to Schedule of Federal Awards*.
  - b) Public Works staff shall prepare the *Schedule of Expenditures of Federal Awards* and the *Corrective Action Plan*.
  - c) Baker Tilly will prepare the *Water and Sewerage System of DuPage County, Illinois Report on Federal Awards*.
  - d) Baker Tilly will express an opinion on the County's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the major federal programs.
  - e) Baker Tilly will express an "in relation to" opinion on the *Schedule of Expenditures of Federal Awards*.
  - f) Baker Tilly will file Form SF-SAC and the Single Audit Reporting Package with the Federal Audit Clearing House no later than thirty (30) days after the receipt of the auditor's reports.
  - g) There were two Illinois Water Revolving Fund (Fund) loans funded through federal programs in the prior year.

### Emergency Telephone System Board of DuPage County

1. **Financial statement audit of the Emergency Telephone System Board of DuPage County (ETSB).** In addition to the audit procedures, Baker Tilly will prepare all sections of the *Emergency Telephone System Board of DuPage County Financial Statements*, except for the *Management's Discussion and Analysis* and the Capital Assets and Commitments and Contingencies footnotes, which shall be prepared by ETSB staff.
2. The audited financial statements shall be in a form comparable to the prior fiscal year's audited financial statements.



## 4. PROJECT UNDERSTANDING

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3. Baker Tilly will perform certain limited procedures on the *Management's Discussion and Analysis* and the schedules in the Required Supplementary Information Section of the audited financial statements.
4. Baker Tilly will express an opinion on the fair presentation of the financial position of the governmental activities and each major fund of the Emergency Telephone System Board of DuPage County in accordance with accounting principles generally accepted in the United States of America.
5. Baker Tilly will issue a *Communication to Those Charged with Governance and Management* letter to ETSB's management.
6. Baker Tilly will incorporate the *Emergency Telephone System Board of DuPage County Financial Statements* into the County's *ACFR* as a discreetly presented component unit of the County.

### Veterans Assistance Commission (VAC)

1. **Financial statement audit of the VAC of DuPage County.** In addition to the audit procedures, Baker Tilly will prepare all sections of the *Veterans Assistance Commission of DuPage County Financial Statements*, except for the *Management's Discussion and Analysis* and the Capital Assets and Commitments and Contingencies footnotes, which shall be prepared by VAC staff.
2. The audited financial statements shall be in a form comparable to the prior fiscal year's audited financial statements.
3. Baker Tilly will perform certain limited procedures on the *Management's Discussion and Analysis* and the schedules in the Required Supplementary Information Section of the audited financial statements.
4. Baker Tilly will express an opinion on the fair presentation of the financial position of the governmental activities and each major fund of the VAC of DuPage County in accordance with accounting principles generally accepted in the United States of America.
5. Baker Tilly will issue a *Communication to Those Charged with Governance and Management* letter to VAC's management.
6. Baker Tilly will incorporate the *Veterans Assistance Commission of DuPage County Financial Statements* into the County's *ACFR* as appropriate.

### DuPage County Health Department

1. The **Health Department's financial statement audit** is a separate engagement, and, therefore, is not included in this RFP.
2. Baker Tilly will incorporate the Health Department's audited financial statements into the County's *ACFR* as a blended component unit of the County as follows:
  - General Fund-Major Special Revenue Fund
  - Social Security Fund-Special Revenue Fund
  - Illinois Municipal Retirement Fund-Special Revenue Fund
  - Infrastructure Fund-Capital Projects Fund

### DuPage Airport Authority

1. The **DuPage Airport Authority's financial statement audit** is performed by another auditor, and, therefore, is not included in this RFP.
2. Baker Tilly will incorporate the *DuPage Airport Authority Financial Statements* into the County's *ACFR* as a discreetly presented component unit of the County.

### Audit approach

#### Introducing Global Focus US, our proprietary audit methodology with benefits for the County

You need confidence financial statements are fairly stated, focus areas are aligned with your industry and internal controls are effective.

Baker Tilly meets all of these expectations with **Global Focus US, our proprietary audit methodology that incorporates industry-specialized forms, templates, processes and content to create an exceptional audit product for the County.**



#### Key features

- Efficient
- Risk focused
- Industry specialized
- Technology enabled
- Scalable across geographies
- Communication based

Global Focus US is one of our key differentiators: a compilation of the required standards with our industry knowledge and auditing best practices to streamline the delivery of your services — making them nimble, risk-focused and, above all, collaborative. By leveraging a range of leading technology tools along the way, we strengthen communication, build connections between team members and eliminate errors through data visualization.

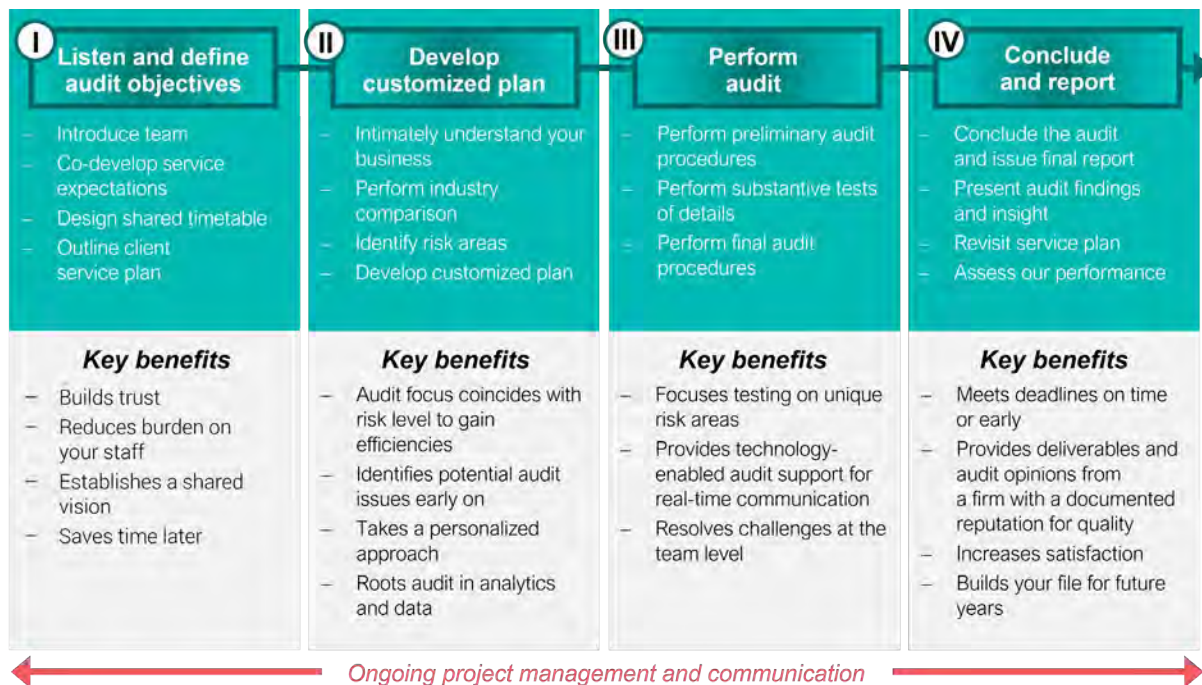
#### Outlining our “right-sized,” phased audit approach

**Our audit approach for the County adheres to the highest professional standards. We will provide services that are collaborative, industry-specialized, advisory-based and considerate of your management and governance team every step of the way.** We will use our operational knowledge from experience serving organizations like yours to recommend specific management ideas throughout the process. Whether you are a new or continuing client, each audit team member comes prepared with a level of understanding of your industry, which helps them identify relevant risks and scope the audit.

Using a phased, risk-based approach, we will develop a detailed understanding of the County's organizations and internal controls. Our service teams use the latest in audit technology to identify exceptions, perform high-end analytics and adapt our audit as technology evolves. These tests form the basis for the opinions we provide on financial statements. They also give us valuable perspectives we apply in helping you better manage your business.

Our audit is rooted in a foundation of communication and executed in four phases. An overview of our approach is below.

## 4. PROJECT UNDERSTANDING



### TAILORED AUDIT APPROACH

*A high-touch audit service model assures the County of accessibility, reliability and a tailored approach.*

### Segmentation of the engagement

We have a proven audit approach that is tailored to the County and includes 10 work segments of the audit. Those segments, along with the anticipated audit procedures for each segment, have been customized for the County and are discussed below.

#### 1. Engagement planning and administration

- Prepare client information forms, obtain signed engagement letters and complete independence procedures
- Review previous audit reports and internal control reports
- Prepare memorandum regarding overall County operations for permanent file records
- Complete staffing and scheduling summary
- Hold planning conference with engagement partner and in-charge auditors
- Hold planning and progress conferences with the County as needed
- Obtain all documents and information required for permanent file
- Read minutes of the County board meetings
- Perform various testing of compliance with laws and regulations
- Develop and approve audit programs
- Accumulate points to be included in management letter and draft letter
- Review working papers for completeness
- Undergo partner-level working paper reviews
- Hold exit conference with key County personnel
- Make presentations to the Finance Committee, Public Works Committee and Emergency Telephone System Board

### 2. Risk assessment and internal controls

- Perform entitywide risk assessment procedures
- Conduct fraud interviews
- Determine major transaction cycles
- Perform evaluations of internal controls over major transaction cycles
- Complete information technology risk assessment
- Test internal controls as applicable
- Determine reliance on internal controls and resulting substantive audit procedures

### 3. Cash and investments

- Review ledger account entries and compare cash account balances
- Confirm year-end cash and investment balances with depositories
- Obtain bank reconciliations and substantiate reconciling items
- Substantiate cash cut-offs and interbank transfers
- Test investment transactions and interest earned
- Test market values of applicable investments
- Audit financial statement disclosures

### 4. Revenue

- Compare revenues to prior-year actual, current budget or other expectations
- Analyze accounts with significant variations
- Confirm or otherwise validate accounts receivable and taxes receivable
- Confirm and reconcile state aids
- Reconcile other revenues to claims and invoices filed
- Perform a search for unrecorded receivables
- Review functional classifications of revenues for government-wide financial statements
- Test capital contributions
- Analyze allowances for uncollectibles

### 5. Expenditures

- Compare expenditures to prior years, budgeted amounts or other expectations
- Analyze accounts with significant variations
- Review accounts payable listings, determine proper cut-offs and test for unrecorded liabilities
- Validate prepaid items
- Verify vested compensated absence liabilities
- Test insurance-related accruals or IBNRs
- Determine the appropriateness of other liability accounts, including accrued payrolls and related withholdings, retainages and other liabilities
- Test pension information and disclosures
- Test other post-employment liabilities

### 6. Property

- Obtain capitalization policy for capital assets and infrastructure
- Obtain summary schedules of capital assets and infrastructure, including additions, retirements and accumulated depreciation
- Test capital assets and infrastructure additions and deletions
- Test capital assets and infrastructure depreciation/amortization calculations

### 7. Inventories

- Observe physical inventories, if material
- Test pricing, quantities and extensions of final inventories

### 8. Financing/equity

- Verify bond and note balances owed
- Obtain information on new issues, if any
- Trace transactions to the general ledger
- Recompute interest expense
- Determine the nature and appropriateness of net position and fund balance categories

### 9. Financial reporting

- Ascertain that all items of audit significance contained in the minutes have been considered and cross-referenced to the working papers
- Obtain a working trial balance
- Propose adjusting entries and obtain adjusted trial balance
- Draft applicable sections of the ACFR and other required reports and review the County-prepared sections
- Perform subsequent events review to the date of completion of fieldwork
- Obtain management and attorney representation letters
- Finalize required reports

### 10. Single audit

- Obtain a schedule of federal awards and review for accuracy and completeness
- Obtain a summary schedule of prior audit findings
- Determine major federal grant programs
- Review compliance requirements for major federal grants
- Test the County's internal control over compliance requirements that could have a direct and material effect on major programs
- Test compliance with laws and regulations governing the County's major federal grants
- Draft required single audit reports
- Draft schedule of findings and questioned costs
- Obtain responses to findings and the corrective action plan from the County, if needed
- Assist the County with completion and submission of the Data Collection Form after the County's review

### Approach taken in auditing departments

We understand that the activities of many County departments impact the annual financial statements. To provide proper audit coverage for these departments, we have designed a separate audit program for collecting and handling cash, invoicing and other financial procedures commonly found within County departments. Additionally, we will evaluate the results of our risk assessment processes to determine if any additional departments require audit emphasis each year.

#### SPECIFICALLY, WE PLAN TO:

- Send the identified departments an internal control questionnaire to document the existing controls
- Review these questionnaires to evaluate the sufficiency of the controls
- Visit the departments to perform “walk-throughs” as a test that the control exists and is functioning as intended
- Provide recommendations when control deficiencies are identified
- Evaluate the results of the departmental control analysis to determine the nature and extent of further audit procedures; this may include validation tests for specific revenue and expenditure accounts and testing of other source documents

The specific audit coverage each year is driven by the risk assessment process. Transaction cycles of the major financial process are evaluated each year to determine inherent risk and control risk. Many factors are included in this evaluation, such as materiality, the number of transactions, the experience of County staff, prior audit findings, nature of activity during the year, etc.

Once the significant cycles are identified and this risk assessment process is complete, we will customize our audit work programs to detail the specific audit coverage.

A critical component of the risk assessment process is the information accumulated through communications with the County’s management. Based on these communications and other assessments, we may deem certain department activities to be of higher or lower risk in any given year.

Studies on fraud have shown that auditor contact with departments can deter fraud. Therefore, we perform risk assessments on the County’s activities annually.

In addition to the procedures contained in the **Segmentation of the engagement** section, the following are some of the audit procedures we perform:

- Perform analytical review procedures
- Review cash receipting and disbursements processes
- Test for compliance with federal and state laws and regulations
- Test reconciliation procedures
- Test supporting billing records

We will perform the appropriate level of departmental audit procedures based on our risk assessments to meet the auditing requirements and provide recommendations for improvements.



### Sample sizes and statistical sampling

We plan to use audit sampling throughout phases of our audit because we believe this allows us to perform an audit that is more cost beneficial to our clients. We have identified the following audit sampling tests that may be used on the County's audit. They include:

- Substantive tests of details of balance sheet accounts
- Tests of controls
- Tests of compliance with laws and regulations

After reviewing and evaluating the County's internal controls, we will decide the internal control procedures we intend to test. We will set the expected error rate, audit risk and tolerable error rate parameters to determine the sample size we will generate. We may perform these procedures in the following areas:

- Cash receipts
- Cash disbursements
- Payroll
- Journal entries

We also plan to use audit sampling to perform substantive tests of certain balance sheet accounts, including accounts receivable and recorded vouchers payable. Our firm has customized statistical sampling tools that are in full compliance with all professional standards.

We expect to use the following sample ranges; however, these may increase or decrease based on the results of our understanding of the County's internal controls:

TESTS OF CONTROLS	SAMPLE RANGES
Cash disbursements/expenditures	20-60 documents
Payroll	20-60 documents

### Analytical procedures

Analytical procedures may range from simple comparisons to complex models involving many relationships and elements of data. GAAS require analytical procedures in all audits of financial statements.

Our analytical procedures are performed at three points during the audit process — during planning as a tool to assess risk, during fieldwork as a substantive test of account balances and transactions, and during the final review of the financial statements to evaluate overall financial presentation and disclosure.

They are performed during our planning to help us determine where we might need to focus additional attention.

Analytical procedures are performed as a substantive test using the County's trial balance and budget report before audit entries. In-charge auditors review the current-year information and compare it to prior-year actual amounts, the current budget and other expected results. Variances to our expectations — figures that exceed a predetermined threshold level, both from a percentage and dollar amount perspective — are highlighted for further investigation. This investigation includes reviewing detailed

transactions, vouching a sample of transactions, discussions with management and validation techniques. Explanations of variances are documented in our file. The results are used to determine the extent of any additional audit testing.

The final analytical review takes place after all audit entries are posted during the preparation of the financial statements. Variances in financial statement line items are analyzed to evaluate the consistency of financial statement presentation and disclosures.

### Understanding the County's internal controls

Our audit process stresses the importance of evaluating internal controls, especially under the risk assessment standards. We perform a thorough evaluation of your internal controls' effectiveness to perform risk assessments and design a risk-based audit program.

During preliminary work, we will update our understanding of your internal controls and evaluate and test internal controls over the significant accounting and reporting systems of the County. These evaluations will enable us to determine how much reliance we can place upon the systems for audit purposes and the amount of systems testing and account verification work required.

In addition, all significant suggestions, questions or other comments resulting from these evaluations will be discussed with appropriate personnel.

After we have evaluated the internal controls, we will test the flow of data through the systems to determine:

- Whether the data actually follow the prescribed procedures and controls within the system
- The degree of clerical accuracy achieved in recording and summarizing the data

### Control deficiencies

In the required reports on internal control, we will communicate any control deficiencies found during the audit in our *Communication to Those Charged with Governance and Management* letter, per the following categories:

- A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis.
- A material weakness is a deficiency, or combination of defects, in internal control. There is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, detected and corrected on a timely basis.
- A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness yet important enough to merit attention by those charged with governance.

If the County prepares official statements in connection with debt offerings, we will provide assistance as requested and consent to the inclusion of our report on the financial statements.



### Determining laws and regulations subject to audit test work

Since the County and Water and Sewerage System are required to have single audits, the audit scope regarding compliance with laws and regulations is substantially broader than a standard audit conducted according to GAAS. We have developed our own approach to satisfying the single audit and GAAS requirements.

#### Compliance testing approach

Uniform Guidance requires that we test for compliance with laws and regulations that could have a material effect on the allowability of program expenditures. Therefore, we will test financial transactions as well as specific program requirements.

After determining which federal programs are major, we will develop the approach to test a specific program. We know certain programs incur administrative costs, consisting primarily of salaries, wages and fringe benefits. We will randomly select a representative sample of payroll costs to test for these programs. Our sample will be derived from the personnel assigned to that particular program.

Other programs, however, do not have substantial personnel costs. Those programs involve purchasing goods or services from outside sources, including vendors and not-for-profit agencies. Our approach to these types of programs would be to select a representative sample of charges to that program from the County's transaction history reports.

For programs that involve both significant personnel costs and costs from outside sources, our approach would combine the procedures identified above.

Because we also are testing for compliance with administrative laws and regulations, we will be testing representative samples from each major program. Most of our testing will involve the eligibility of persons assisted by that program. We will select case files to review from the County's records of clients served during the period.

OMB's Compliance Supplement identifies 12 significant areas that may apply to each federal award subject to the 6-requirement mandate. We have developed our own work programs tailored for the County.

#### Audit conducted according to GAAS requirements

Our dedicated team is immersed in the industry and has substantial knowledge of various laws and regulations dealing with government accounting, budgeting, financing and reporting. We developed our own audit work program with this knowledge, which we will use in the audit. The work program covers such areas as:

- Authorization of depositories and types of allowable investments
- Arbitrage compliance and rebate requirements
- Budgeting procedures and reporting requirements
- Restrictions on expenditures and matching requirements
- Taxing and debt limits

In addition, we will obtain information from the management of the County on other significant laws and regulations that could materially affect the basic financial statements in the event of noncompliance.

## 4. PROJECT UNDERSTANDING

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### **Audit conducted according to single audit requirements and GAO standards**

These standards require that we perform additional tests to provide reasonable assurance that federal and state award programs comply with laws and regulations governing those programs. We will test all major federal programs and non-major program transactions selected for other audit purposes.

We will use the following documents for guidance in determining the laws and regulations applicable to the County's federal award programs:

- Single Audit Act Amendments of 1996
- GAO Government Auditing Standards
- OMB Compliance Supplement
- Uniform Guidance for Federal Awards
- Code of Federal Regulations
- Catalog of Federal Domestic Assistance

As a practical matter, most of the significant laws and regulations that affect the County's single audit programs can be found in OMB's Compliance Supplement.

For any major federal program not listed in the Compliance Supplement, we will determine the significant compliance requirements by reading the applicable statutes grant agreements and policy manuals. We also will contact federal and state agencies for technical assistance if deemed necessary.

### **Approach to be taken in drawing audit samples for purposes of tests of compliance**

Our testing of compliance and internal control over compliance will follow the requirements of the AICPA sampling guidance. Each major program tested during the single audit will have samples pulled for each applicable compliance requirement. The sample sizes will depend on the number of transactions in the population.

### Committing to year-round responsiveness and accessibility

The County can expect a genuine, meaningful relationship with Baker Tilly throughout the year — not just during the audit engagement. **We offer a high-touch service model with regular access to the partners and managers on your team. This assures the County, its management and governance team of responsiveness and a tailored audit approach that evolves with your changing needs.**

The lines of communication between Baker Tilly and the County are always open. You are encouraged to reach out to us at any time to discuss routine questions, concerns and operational challenges. Real-time communication and responsiveness are key to our relationship.

**Your engagement team members will be available when you need us, where you need us, for as long as you need us** — offering forward-looking recommendations to benefit your organization, insights on accounting standard changes, board governance techniques and education tools. We will make every effort to respond to your questions in a timely manner at no additional charge.



#### THE BEST WORK FOR THE COUNTY TAKES PLACE YEAR-ROUND

*The County will receive relationship-driven, proactive communication — supported by responsiveness and accessibility.*



### Embedding innovation to add efficiencies and insight for the County

A key factor in your success is an ability to quickly adapt to innovations and adjust to changing regulatory environments. Our firm's investment in technology is an investment in helping you do both.

Efficiency	Accuracy	Focus	Insight	Impact
We will spend more time on high-value activities because we can streamline workflows through automation and scripting.	Machines and programs process information consistently and comprehensively, providing a reliable check on human error.	Technology removes repetitive, low-value tasks from our work, so we can focus on creating custom solutions and tailored insights.	With analytics, data can be retrieved, sorted and analyzed in new ways to reveal trends and opportunities you may not have considered before.	We can provide the right tools to protect and enhance your value – making a lasting difference now and into the future.

#### INNOVATIVE TECHNOLOGIES IMPROVE THE COUNTY'S EXPERIENCE

*The County, not Baker Tilly, is the true beneficiary of our technology investments. These technologies increase the value we deliver to you as our client because they improve the way we work and the results we deliver.*

### Powering the County's audit with technology tools

Recognizing that audits are often viewed as a commodity, we differentiate ourselves in our ability to complete the audit with a focus on efficiencies and added value. Global Focus US technology helps our staff identify exceptions, perform high-end analytics and correctly audit your risks. **You will benefit from our streamlined, industry-tailored audit procedures providing greater insight into specific risks and a single point of entry for data, cutting out manual entry errors across the audit.**

TECHNOLOGY TOOL	BENEFITS TO THE COUNTY
<b>ASSURANCE:</b> Global Focus US is Baker Tilly's proprietary version of CaseWare.	The County receives an exceptional work product with industry-specialized templates and content.
<b>RESEARCH:</b> Accounting Research Manager and Checkpoint help us research industry challenges and trends.	The County can expect us to stay up-to-date on relevant accounting pronouncements and how we can apply them to your organization.
<b>DATA COMPILATION AND TESTING:</b> TeamMate Analytics provides a risk-weighted selection of journal entries for our team to test based on key characteristics.	The County benefits from compatibility between your data and our systems to effectively compile information and from efficiencies gained in sampling and testing journal entries to determine unusual entries by analyzing the general ledger.
<b>DATA ENTRY:</b> Data Snipper is an Excel add-on that allows our team to easily extract information from reports, bank statements, invoices, etc.	The County can expect 40-50% in time savings on data entry as it relates to creating and maintaining our working papers.
<b>SECURE COLLABORATION:</b> Huddle makes it easy for our internal teams to collaborate while Microsoft Teams serves as our enterprise meeting platform.	The County can expect secure collaboration anywhere and anytime with remote presentations, document collaboration and check-ins — making it easy for our teams to come together, share and edit files, assign tasks and track activity in a secure environment.

### Leading the way in developing a new standard for the future of auditing

Baker Tilly is dedicated to staying at the forefront of our profession and keeping the County one step ahead of changing standards. We are proud to announce our commitment to helping the American Institute of Certified Public Accountants (AICPA) develop a new standard for the future of auditing, [Dynamic Audit Solution](#) (DAS), based on the power of automation, data analytics and technology.



With technology poised to disrupt auditing, new opportunities exist for auditors to leverage artificial intelligence, automation and data analytics to provide high-quality audits more effectively, more efficiently and with greater value to you as our client. To achieve this vision, we must rethink the audit from the ground up, embracing technological disruptions and responding to the changing environment through the development of a comprehensive DAS.

The AICPA, CPA.com and participating firms from the AICPA Major Firms Group — which includes Baker Tilly — have set out to develop a transformational audit methodology to modernize and enhance the quality and value of audits. Baker Tilly is fully committed to these efforts and has made investments in the development of DAS, including contributing Baker Tilly talent to the project. We have several team members directly involved in DAS, including solution architects and developers. **In addition, Joe Lightcap has spent over 275 hours assisting the AICPA and their tailoring of DAS for public sector and single audit use.**

### Participating in industry technology groups

Baker Tilly also participates in a number of committee working groups specializing in the advancement of data and technology within the profession:

- Rutgers AICPA Data Analytics Research (RADAR)
- PCAOB Data and Technology Task Force
- Center for Audit Quality (CAQ) Data and Technology Working Group
- Digital CPA.com



## 4. PROJECT UNDERSTANDING

### Ensuring the audit timeline meets or beats the County's deadlines

Below is an overview of our customized approach to successfully deliver audit services for the County. During your client service plan development, we will collaborate with you to co-develop an agreed-upon service timeline that meets your needs and timing requirements.

ACTIVITY	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Entrance conference										
Detailed audit plan, schedule and prepared-by-client list										
Preliminary financial audit fieldwork, VAC, ETSB, Circuit Clerk, and Water and Sewerage fieldwork										
Circuit Clerk final fieldwork entrance conference and final fieldwork										
Water and Sewerage final fieldwork entrance conference and final fieldwork										
County, VAC and ETSB final fieldwork entrance conference and final fieldwork begins										
County, VAC and ETSB audit fieldwork										
Review financials										
Audit revisions due										
<b>Weekly status meetings and exit conference</b>										
Final audit opinions and management letters issued										
Single audit fieldwork										
Single audit report and CYEFR opinion issued										
Auditor presentations										
<b>Ongoing management support and progress conferences</b>										

#### COMMITMENT TO SUCCESSFULLY DELIVER AUDIT SERVICES TO MEET COUNTY'S REQUIREMENTS

*The County's time is valuable. We will work with you to ensure the established timeline continues to meet your needs.*

## 5. Price

*Value means more than simply checking boxes and meeting your requirements. Value means services that lead to meaningful insights, help improve efficiencies and direct more dollars and resources to achieving the County's objectives.*

*Is the annual All-Inclusive Maximum Price for each audit segment and Grand Total for the engagement. Pricing shall be provided using excel spreadsheet located in Appendix A - 23-073-FIN Professional Audit Services Proposal Pricing. The completed spreadsheet shall be placed into a sealed envelope.*

### Delivering a professional fee estimate for the County

We are excited about the opportunity to work with the County and have prepared the below fee estimate to meet the County's needs and objectives. Our fees allow for thorough and insightful advice from experienced professionals without unnecessary add-on charges.

**We have completed Appendix A and provided it as a separate attachment. Hours and fees for the VAC have been included in the ACFR segment of Appendix A.**

### Avoiding surprises and a nickel-and-dime billing approach

Routine phone calls, emails and quick consultations are included in the County's fee estimate. We do not believe in billing for every question, comment or concern, and we encourage you to discuss any unusual transactions with us to gain efficiencies for year-end.

If an issue arises, your engagement team members will work with you to determine the level of assistance required and arrange an appropriate fee at that time. We will **always** tell you if the assistance you need is out of scope, and we **never** perform additional work without approval.

### Detailing our assumptions

Our estimate is based on the below assumptions. Should any of these change during the engagement, we will contact the County immediately and prepare a change order detailing the new requirements and any corresponding budget impact.

- Adequate support, preparedness and cooperation from the County's management
- Organized books and records
- Fees based on current assurance standards
- No major changes in scope or organizational structure

### Supporting you with our value-for-fees approach

We will provide the highest quality service for a fair and reasonable fee. Below is an overview of our value-for-fees approach and how it benefits you.

 <p>A team that works with DuPage County, and similar counties in Illinois and across the Midwest.</p>	 <p>Frequent check-ins and timely responses to your inquiries</p>	 <p>Controlled costs through a service approach designed for your organization; no surprise billing or add-on charges</p>	 <p>Knowledge retention through a commitment to staff continuity</p>	 <p>Proactive ideas and industry insight shared year-round via complimentary articles, toolkits, webinars, e-books, alerts, whitepapers and newsletters</p>
 <p>Support from the full breadth and depth of Baker Tilly's resources across the U.S.</p>	 <p>Practical, flexible and collaborative approach designed for your unique needs</p>	 <p>Full range of service solutions to grow with your needs</p>	 <p>Use of innovative technology and software tools to support real-time communication, efficiencies and compliance</p>	 <p>High level of experienced partner and manager involvement for a big-picture perspective</p>

#### COMMITMENT TO VALUE FOR FEES

*The County can expect exceptional service paired with a fair, competitive fee arrangement that allows us to deliver continuous value throughout our relationship.*



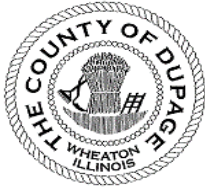
## Additional services for our local government clients

Your team is ready to help you find solutions to overcome the obstacles that stand between you and your goals. We provide a full range of service offerings for state and local governments, including those listed below. We would be happy to connect you with specific subject-matter specialists if desired. All additional services are vetted to ensure independence as your auditor is maintained.

KEY SERVICE OFFERINGS FOR STATE AND LOCAL GOVERNMENTS	
Accounting services and assurance	Housing and economic development
Arbitrage/rebate regulatory compliance	Human capital services
Attestation services	Investment services**
Capital planning	Organizational management advisory
Cybersecurity consulting	Post-issuance compliance
Economic development	Public finance/bond issuance*
Efficiency studies	Process improvement
ERP implementation consulting	Rate and user fee studies
Federal funding advisory (IRA, IJJA, etc.)	Risk advisory and internal audit
Financial management services	Strategic planning
Financial reporting and GAAP services	

\*Services provided by Baker Tilly Municipal Advisors, LLC, a registered municipal advisor and controlled subsidiary of Baker Tilly US, LLP, an accounting firm.

\*\* Services provided by Baker Tilly Investment Services, a division of Baker Tilly Wealth Management, which is a registered investment advisor and subsidiary of Baker Tilly US, LLP.



**THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
PROFESSIONAL AUDITING SERVICES 23-073-FIN  
BID TABULATION**

√

Criteria	Available Points	Baker Tilly US, LLP	RSM US LLP	Sikich LLP
Firm Qualifications	15	20	15	12
Key Qualifications	15	24	17	13
Project Understanding	50	30	15	11
Price	20	17	19	20
Total	100	90	66	56

Fee and Rate Proposal (Design Only)	\$ 2,084,340.00	\$ 1,798,400.00	\$ 1,771,900.00
Percentage of points	85%	99%	100%
Points awarded (wtd against lowest price)	17	19	20

NOTES

RFP Posted on 07/26/2023	
Bid Opened On 08/22/2023, 2:30 PM CST by	NE, VC
Invitations Sent	36
Total Requesting Documents	0
Total Bid Responses Received	3



## Required Vendor Ethics Disclosure Statement

Date: 8/21/23

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

Bid/Contract/PO #: 23-073-FIN

Company Name: Baker Tilly US, LLP	Company Contact: Joseph Lightcap, Managing Director
Contact Phone: (630) 645 6215	Contact Email: joe.lightcap@bakertilly.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:

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

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

Authorized Signature

Printed Name

Joseph Lightcap

Title

Managing Director

Date

August 21, 2023

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

AWARDING RESOLUTION ISSUED TO  
BAKER TILLY US, LLP  
TO PROVIDE AUDIT SERVICES  
FOR VARIOUS COUNTY OFFICES  
(CONTRACT TOTAL AMOUNT \$2,084,340.00)

WHEREAS, proposals have been taken and evaluated in accordance with County Board policy; and

WHEREAS, the Finance Committee recommends County Board approval for the issuance of a contract to Baker Tilly US, LLP, to provide audit services, for the period of October 1, 2023 through September 30, 2027, for various County offices.

NOW, THEREFORE BE IT RESOLVED, that said contract to provide audit services, for the period of October 1, 2023 through September 30, 2027, for various County offices, per RFP #23-073-FIN, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Baker Tilly US, LLP, P.O. Box 7398, Madison, WI 53707, for a contract total amount of \$2,084,340.00.

Enacted and approved this 26th day of September, 2023 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



## ETSB Resolution

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

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**File #:** ETS-R-0070-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.F.1.

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**RESOLUTION APPROVING THE SALE OF SURPLUS ITEMS FROM THE COUNTY OF DU PAGE ON  
BEHALF OF THE EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY TO THE  
BRADFORD POLICE DEPARTMENT**

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act"); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, DuPage County is the ultimate owner of property purchased with 9-1-1 surcharge funds;  
and

WHEREAS, the DU PAGE ETS Board previously designated the four (4) portable radios listed on Attachment A of the resolution as surplus in ETS Resolution ETS-R-0027-23; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval for the sale of four (4) portable radios listed on Attachment A of this resolution to the Bradford Police Department; and

WHEREAS, after consultation with the procurement office and Finance Director, DuPage County finds and determines that the Surplus Items are no longer necessary.

NOW THEREFORE, BE IT RESOLVED, that DU PAGE ETS BOARD approves the sale of the four (4) portable radios on Attachment A to the Bradford Police Department.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

## SALES AGREEMENT

Contract No.: 23DEDIRS077  
Dated: October 11, 2023

This is an Agreement by and between The County of DuPage and Emergency Telephone System Board of DuPage County, hereafter called SELLER, and Bradford Police Department, Bradford, Illinois, a public safety entity, hereafter called BUYER.

In consideration of the mutual undertakings herein contained, the parties hereto agree as follows:

1. **SALE:** SELLER agrees to sell to BUYER and BUYER agrees to purchase from SELLER portable radios and accessories listed in Attachment A (referred to as the "Equipment") in accordance with the terms and conditions specified herein.
2. **SALE PRICE:** The Sale Price of the Equipment:  
  
\$500.00 per APX7000 dual band 7/800 VHF portable radio in "as is condition". Radio mics, chargers and batteries will be provided one per portable also in "as is condition."
3. **PAYMENT:** BUYER agrees to pay SELLER pursuant to the Illinois Prompt Payment Act (30 ILCS 540). Seller will invoice BUYER upon delivery of equipment as shown in Attachment A. The BUYER may remit all costs at any time during the payment period.
4. **DELIVERY:** BUYER shall be responsible for the pickup at 420 County Farm Road, Winfield, Illinois or shipping costs of all items on Attachment A.
5. **WARRANTY: SELLER MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, AS TO THE DESIGN, OPERATION, OR AS TO THE QUALITY OF THE MATERIAL OR WORKMANSHIP IN, THE EQUIPMENT AND ALL WARRANTIES INCLUDING WARRANTIES OF, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OF THE EQUIPMENT ARE HEREBY EXCLUDED. BUYER AGREES THAT SELLER WILL IN NO EVENT BE LIABLE FOR DAMAGES ARISING IN STRICT LIABILITY OR FOR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, HOWEVER ARISING. SELLER'S LIABILITY SHALL UNDER NO CIRCUMSTANCES EXCEED THE PURCHASE PRICE OF SUCH ITEM OF EQUIPMENT SET FORTH IN THIS AGREEMENT.**
6. **TITLE:** Title to the Equipment free and clear of all liens, claims and encumbrances of any kind shall vest in BUYER upon final payment by BUYER to SELLER of the full Sale Price required to be paid pursuant to Paragraph 3 hereof.
7. **NOTICES:** Any notice hereunder shall be in writing and shall be deemed to be given when delivered, including but not limited to overnight courier or electronic transmission or, if mailed, on the third day after mailing by registered or certified mail, postage prepaid and addressed to BUYER or SELLER at its respective address shown on the preamble to this Agreement, or to either party at such other address it has designated as its address for purposes of notice hereunder.
8. **FORUM SELECTION, CHOICE OF LAW, AND INDEMNITY:**
  - A. The venue for all disputes arising out of this contract will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois;

- B. This contract shall be governed by the law of the State of Illinois including all matters of construction, validity, performance and enforcement; and
- C. BUYER shall, at all times, to the extent permitted by law, fully indemnify, hold harmless, and defend the SELLER and its officers, agents, and employees from and against any and all claims and demands, actions or suits brought against them. BUYER shall likewise be liable for the cost, fees and expenses incurred in the SELLER's defense of any such claims, actions or suits.

#### 9. MISCELLANEOUS

- A. This Agreement constitutes the entire agreement between SELLER and BUYER with respect to the sale and purchase of the Equipment on Attachment A and supersedes all prior and concurrent offers, promises, representations, negotiations, discussions and agreements that may have been made in connection with the sale of the Equipment. No representation or statement not contained herein shall be binding upon SELLER or BUYER as a warranty or otherwise unless in writing and executed by the party to be bound thereby. If BUYER does not sign this Agreement and return the signed copy of this Agreement to SELLER within sixty (60) days of the receipt of the Agreement, this Agreement may be voided at SELLER'S election.
- B. BUYER shall not assign its rights under this Agreement unless it has obtained the prior written consent of SELLER. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.
- C. This Agreement shall be governed by construed in accordance with the internal laws of the State of Illinois including all matters of construction, validity, performance and enforcement.
- D. This Agreement is subject to acceptance by SELLER at its offices referred to in the preamble and shall only become effective on the date thereof.
- E. No revision or modification of this Agreement shall be effective unless it is in writing and signed by duly authorized officers of BUYER and SELLER.
- F. BUYER is responsible for arranging for the installation of used equipment and for notifying BUYER'S maintenance provider that used equipment has been installed.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do each hereby warrant and represent that its signatory whose signature appears below has been and is on the date of this Agreement duly authorized by all necessary and appropriate corporate action to execute this Agreement.

If this Agreement is not executed by both parties and returned to SELLER within sixty (60) days of receipt, SELLER may terminate this Agreement without notice.

**Emergency Telephone System Board  
Of DuPage County**

**BUYER:**

By: \_\_\_\_\_  
Authorized Signatory

By: \_\_\_\_\_  
Authorized Signatory

Title: \_\_\_\_\_

Title: CHIEF OF POLICE

Date: \_\_\_\_\_

Date: 10/20/23

Emergency Telephone System Board of DuPage County  
Attachment A DEDIRS Equipment List for Resale

Item	Type	Serial Number	Asset Tag #
1	APX7000 VHF dual band	655CMB0762	000047
2	APX7000 VHF dual band	655CMB0712	001079
3	APX7000 VHF dual band	655CLZ8316	001657
4	APX7000 VHF dual band	655CMB0920	000511





## ETSB Resolution

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

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**File #:** ETS-R-0071-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.F.2.

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APPOINTMENT TO THE EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY  
POLICY ADVISORY COMMITTEE DEPUTY CHIEF PATRICK JOHL  
(ACDC FIRE REPRESENTATIVE AND VICE CHAIR)

WHEREAS, the Emergency Telephone System Board of DuPage County [hereinafter referred to as “DuPage ETSB”] is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 [hereinafter the “Act”]; and

WHEREAS, DuPage ESTB has oversight of the Enhanced 9-1-1 systems for citizens of the County of DuPage and portions of Cook, Kane and Will counties; and

WHEREAS, these Enhanced 9-1-1 systems are a critical and valued state-of-the-art tool for the expeditious response of public safety to citizen requests for emergency service; and

WHEREAS, the ETS Board recognizing the importance of the DuPage Emergency Dispatch Interoperable Radio System created the Policy Advisory Committee; and

WHEREAS, the purpose of the Policy Advisory Committee (PAC) is to promote interagency cooperation and provide policy level direction to support efficient and effective use of resources for matters related to public safety wireless radio interoperability; and

WHEREAS, the ETS Board recognizes that Deputy Chief Patrick Johl (ACDC Fire Representative) is a member of the PAC for a term commencing May 12, 2022 ad expiring May 12, 2024; and

WHEREAS, ETSB Chair Schwarze is recommending his appointment to Vice Chair of the PAC from Member to fill the Vice Chair vacancy created October 11, 2023 on the ETS Board Policy Advisory Committee.

NOW, THEREFORE BE IT RESOLVED that the DuPage ETS Board does hereby consent to the appointment of the above-named individual as Vice Chair of the DuPage ETSB Policy Advisory Committee commencing November 8, 2023; and

BE IT FURTHER RESOLVED that the attached “Notice of Appointment” be attached hereto and made a part hereof; and

BE IT FURTHER RESOLVED that the County Clerk transmits a certified copy of this Resolution to the above-named individual to their business address; and the Executive Director of the ETSB.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

\_\_\_\_\_  
GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

ETSB Resolution

NOTICE OF APPOINTMENT

By virtue of the power vested in the Emergency Telephone System Board of DuPage County pursuant to 50 ILCS 750/15.4, the DuPage ETSB Chairman does hereby appoint Deputy Chief Patrick Johl, (ACDC Fire Representative) to be Vice Chair of the Emergency Telephone System Board of DuPage County Policy Advisory Committee (PAC) commencing November 8, 2023.

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Greg Schwarze, Chairman

Emergency Telephone System Board of DuPage County



## ETSB Resolution

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

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**File #:** ETS-R-0072-23

**Agenda Date:** 11/8/2023

**Agenda #:** 7.F.3.

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RESOLUTION APPROVING  
A GRANT IN 911 SURCHARGE FUNDS IN THE AMOUNT OF \$1,000,000  
FROM THE FY23 BUDGET TO THE TWO DU PAGE COUNTY  
PUBLIC SAFETY ANSWERING POINTS TO BE USED CONSISTENT  
WITH STATE AND FEDERAL LAW

WHEREAS, the DuPage County Emergency Telephone System Board ("DU PAGE ETSB") is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 ("Act") and the DuPage Emergency Telephone System Ordinance ("Ordinance"), DuPage County Code §20-40; and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

WHEREAS, the ETSB is further charged with the responsibility of providing enhanced 9-1-1 emergency services and has designated its two answering points to serve as enhanced 9-1-1 public safety answering points for its jurisdiction; and

WHEREAS, the ADDISON CONSOLIDATED DISPATCH CENTER ("ACDC") is a subdivision of the Village of Addison ("the Village") and is one of two public safety answering points ("PSAPs") in the DuPage ETSB 9-1-1 System, that receives and dispatches 9-1-1 calls within the DuPage ETSB geographic area for Police, Fire, and EMS services; and

WHEREAS, DU PAGE PUBLIC SAFETY COMMUNICATIONS ("DU-COMM") was formed by an intergovernmental agreement and is one of two public safety answering points ("PSAPs") in the DuPage ETSB 9-1-1 System, that receives and dispatches 9-1-1 calls within the DuPage ETSB geographic area for Police, Fire, and EMS; and

WHEREAS, Illinois statute (50 ILCS 750/20 and 50 ILCS 750/30) provides for the collection of 9-1-1 surcharge funds from landline and wireless telephone customers and the distribution of those monies to local Emergency Telephone Systems Authorities, to be deposited in an Emergency Telephone System Fund Account ("the Fund") and spent or otherwise disbursed pursuant to Illinois and Federal law and FCC regulation; and

WHEREAS, the State statute (50 ILCS 750/30), the Illinois Administrative Code (title 83 §1329), and FCC regulations (47 C.F.R. § 9.23) consider certain personnel, training, and equipment to be essential to the receipt and dispatch of a 9-1-1 call, such equipment being considered an acceptable or allowable cost pursuant to State statute and FCC regulations, for 9-1-1 surcharge; and

WHEREAS, the DU PAGE ETSB is authorized and empowered by the Ordinance (DuPage County Ord. § 20-40(2)(b)(vii) and (4)(c)(ii)) as the sole authority to authorize expenditures of all moneys collected from 9-1-1 surcharges for deposit into the Fund account; and

WHEREAS, the State statute and FCC regulations consider certain personnel, training, and equipment expenditures, among others, to be essential to the receipt and dispatch of a 9-1-1 call, such equipment being considered allowable cost pursuant to State statute and FCC regulations, for 9-1-1 surcharge; and

WHEREAS, the Constitution and laws of the State of Illinois permit units of local government to enter into intergovernmental agreements in such a manner as is not restricted by law or ordinance; and

WHEREAS, the Parties have negotiated an Intergovernmental Agreement (the “Agreement”), that outlines the rights and responsibilities of the County on behalf of DuPage ETSB and the PSAPs (“the Parties”) for the ETSB to provide grant money to be used by the PSAPs in a manner authorized by Illinois and Federal law and FCC regulation, to pay expenses incurred by the PSAPs in their operations receiving 9-1-1 calls and dispatching the appropriate public safety personnel, attached as Exhibit 1, and the authorizing bodies of the Parties are in the process of authorizing and executing the Agreement; and

WHEREAS, upon the execution of the Agreement by all parties prior to November 30, 2023, the ETS Board authorizes the sum of \$1,000,000 from the DU PAGE ETSB FY23 budget; and

WHEREAS, the allocation of the \$1,000,000 from the DU PAGE ETSB FY23 budget shall be \$350,000 to the Village of Addison for ACDC and \$650,000 to DU-COMM; and

NOW, THEREFORE BE IT RESOLVED, by the DU PAGE ETSB that upon the execution of the attached Agreement by all parties prior to November 30, 2023, the ETS Board authorizes the disbursement of \$1,000,000 (\$350,000 to the Village of Addison for ACDC and \$650,000 to DU-COMM) from the DU PAGE ETSB FY23 budget is hereby accepted and approved this 8th Day of November, 2023 at Wheaton, Illinois.

Enacted and approved this 8th day of November, 2023 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIRMAN

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

**INTERGOVERNMENTAL AGREEMENT  
BY AND BETWEEN  
THE COUNTY OF DU PAGE AND ON BEHALF OF ITS EMERGENCY TELEPHONE  
SYSTEM BOARD, THE VILLAGE OF ADDISON FOR ITS ADDISON CONSOLIDATED  
DISPATCH CENTER AND DU PAGE PUBLIC SAFETY COMMUNICATIONS**

This INTERGOVERNMENTAL AGREEMENT (the "Agreement") is entered into by and between the County of DuPage (County), on its own behalf, and on behalf of its Emergency Telephone System Board (ETSB), the Village of Addison for Addison Consolidated Dispatch Center (ACDC) and DuPage Public Safety Communications (DU-COMM) herein after collectively referred to as "the PSAPs". The County, ETSB and PSAPs shall collectively be referred to "the Parties".

**RECITALS**

WHEREAS, the 9-1-1 System and the PSAPs are part of a collaboration to enhance their ability to effectively respond to emergency calls to 9-1-1 through interoperable public safety communications capabilities available throughout the service area of the 9-1-1 System; and

WHEREAS, the Constitution and laws of the State of Illinois permit units of local government to enter into intergovernmental agreements in such a manner as is not restricted by law or ordinance; and

WHEREAS, the surcharge remitted by citizens is for 9-1-1 emergency services as specified in State Statute; and

WHEREAS, Illinois law specifically empowers and grants specific authority to local emergency telephone system boards, including the ETSB, to plan, implement, upgrade, and maintain the 9-1-1 System and provide emergency telephone assistance through Voice over Internet Protocol (VoIP), wireline and wireless communications; and

WHEREAS, in accordance with the requirements of Illinois statute, the County Board, adopted an ordinance defining the powers of the ETSB, and by subsequently amending that ordinance (DuPage County Ord. 20-40); and

WHEREAS, the ETSB is further charged with the responsibility of providing enhanced 9-1-1 emergency services by State of Illinois statute; and

WHEREAS, the State statute and FCC regulations considers certain personnel, training and equipment to be essential to the receipt and dispatch of a 9-1-1 call, such equipment being considered allowable cost pursuant to State statute and FCC regulations, for 9-1-1 surcharge; and

WHEREAS, the Parties wish to establish the terms and conditions under which the 9-1-1 System will be made available to first responding agencies; and

WHEREAS, the PSAPs desire to use the 9-1-1 System for its emergency personnel to effectively receive and dispatch all emergency calls and emergency calls to 9-1-1.

**NOW, THEREFORE,** in consideration of the mutual covenants and agreements contained herein, the County on its own behalf, and on behalf of its ETSB, and the PSAPs hereto hereby agree as follows:

### **Section 1: Incorporation of Recitals and Definitions**

#### Section 1.1: Recitals Incorporated.

The recitals set forth above are incorporated in this Agreement by reference and made a part of this Agreement.

#### Section 1.2: Definitions.

As used in this agreement, unless the context clearly requires otherwise, the following terms shall have the following meanings:

- (a) “9-1-1 Authority” pursuant to PA102-009, means an Emergency Telephone System Board, Joint Emergency Telephone System Board, that provides for the management and operation of a 9-1-1 system.
- (b) “9-1-1 System” as defined by the National Emergency Number System (NENA) glossary NENA-ADM-00023-2020 dated 1/20/20 is “The set of network, software applications, databases, components and operations & management procedures required to provide 9-1-1 service. This may include commercial, governmental and human resources.”
- (c) “Addison Consolidated Dispatch Center” (ACDC) refers to the Public Safety Answering Point operated by the Village of Addison for its contracted customers which by referendum is part of the ETSB 9-1-1 System.
- (d) “County” means the County of DuPage, Illinois.
- (e) “Customer” refers to a person dialing 9-1-1 or seeking emergency assistance and who provides the 9-1-1 surcharge that funds the ETSB.
- (f) “DuPage Public Safety Communications” (DU-COMM) a cooperative government entity for and by its members to provide certain services including operating as a Public Safety Answering Point which by referendum is part of the 9-1-1 System.
- (g) “Emergency Telephone System” means the communications equipment required to produce a response by the appropriate emergency public safety agency as a result of an emergency call, however initiated, placed to 9-1-1 including but not limited to CPE.
- (h) Emergency Telephone System Board of DuPage County (ETSB or ETS Board, 9-1-1 Authority) an agency of DuPage County, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4, which provides for the management and operation of a 9-1-1 system within the scope of the duties and powers prescribed by the Emergency Telephone System Act (ETSA).

- (i) "ETSB Service Area" means the geographic area and telephonic area defined by the 9-1-1 System design plan filed with and approved by the Illinois State Police 9-1-1 System Administrator.
- (j) "Expenditure" the action of spending funds or an amount of money spent. For the purpose of this agreement, an action shall be deemed an expenditure when the ETS Board approves the purchase order and contract by resolution. Any invoices resulting from this approval shall be considered "payment of claims".
- (k) "Fiscal Year" shall refer to the ETSB fiscal year of December 1 to November 30.
- (l) "Budget Process" shall refer to the process defined in DuPage County Ord. 20-40(4)(c) and as set forth in the current DuPage County Board Rules.
- (m) "Grant" means the distribution of surcharge from the fund to a PSAP as allowed under state and federal laws and guidelines.
- (n) "Member Agency or Member Agencies" refers to any unit of local government which is a member of the ETSB either by referendum or intergovernmental agreement.
- (o) "Member" refers to any person appointed to serve on the ETS Board.
- (p) "Payment of Claims" the action of approving the invoices for goods and services procured through the County process and approved by the ETS Board by resolution. A request to disburse funds to a claimant initiated by the user department through the preparation and submission of vendor invoices.
- (q) "Surcharge funds" means funds collected pursuant to the surcharge money authorized by 50 ILCS 750/20 and 30.

## **Section 2: Vision**

Section 2: Vision statement.

To answer the 9-1-1 call quickly, dispatch quickly with accuracy, 24/7, with the appropriate equipment to meet the citizens' expectations of consistent and good customer service.

## **Section 3: 9-1-1 System Design**

Section 3.1: Generally.

The monetary surcharge collected as authorized by the State Statute (50 ILCS 750) from citizens who reside within the ETSB 9-1-1 geographic boundaries for the purposes of providing an enhanced 9-1-1 System within the ETSB's geographic boundaries as defined by State statute.



### Section 3.2: PSAP Facilities.

The Parties acknowledge there are two PSAP facilities within the 9-1-1 System. These facilities have been designed to allow the staff of both PSAPs to be housed within the same building in the event one of the PSAP facilities becomes unavailable operationally or physically. The 9-1-1 System Design designated the number of dispatch positions in each center based on daily operational use of each existing PSAP at the time the buildings were designed and constructed. The Parties agree that this design meets the previous 15 year goal of DU-COMM for backup from one facility for more efficient dispatch of 9-1-1 calls for their 9-1-1 geographic footprint. As such, the Parties agree that the support of the equipment within the facilities will be equal in order to maintain this operational goal.

### Section 3.3: System Design.

The Parties agree that the management of the 9-1-1 System is and shall remain under the full control and supervision of the ETSB as designated by State statute (50 ILCS 750/15.4(b)). The Parties agree that the 9-1-1 System shall make up the essential components of hardware, software or contracted services listed herein and any other state or federally mandated system or services for the receipt and dispatch of emergency requests for service.

The Parties agree that each PSAP shall have its own network separate from the 9-1-1 System for additional services the PSAPs may wish to provide to their agencies or for internal functions such as, but not limited to, scheduling, messaging, email etc.

#### Section 3.3.1: Interoperability.

The parties agree that ETSB shall provide for one 9-1-1 System and system components to expedite the dispatch of a 9-1-1 or emergency request for assistance.

#### Section 3.3.2: System Design/Additions to the 9-1-1 System.

ETSB shall not contract for or oversee any new systems which are not mandated by State or Federal law or that do not support 9-1-1 System components. ETSB shall not prohibit the interfacing of any services or systems purchased by the PSAPs that meet the requirements of the ETSB security policy and best practices for cyber security provided the PSAP pays the cost for the complete interface and its maintenance. The Parties agree that payment for such interfaces does not arbitrarily grant the PSAPs or their staff access to the administration of the 9-1-1 System infrastructure. Access will be granted by the ETSB Executive Director pursuant to policy.

#### Section 3.3.3: System Design/Existing Components Not Required by State or Federal Mandates or Deemed Essential to the Dispatch.

Any existing services that are not required by State or Federal mandates or deemed essential to the dispatch shall be reviewed annually by the ETSB and PSAP Directors for their value to the mission of the 9-1-1 System. The Directors shall make a recommendation to the ETS Board during the budget process for the continued funding of these systems. Any service that is retained will also be reviewed prior to the renewal of said service, budget appropriation notwithstanding. The ETS Board will provide staff

direction on whether to include reviewed services in the pending budget based on a vote in which there is a simple majority of the board to continue same.

Any services that are deemed not required by the ETS Board but desired by a PSAP as an enhanced service for its members shall be charged back to the PSAP until the term of the existing contract is complete including any indirect cost to provide this service. Upon the completion of the contract term, if the PSAP desires to continue a service that is fully integrated into the 9-1-1 System Design, ETSB will continue the contract and the PSAP will reimburse the cost. ETSB will continue to have technical control of the software and manage it in the same manner as the other 9-1-1 System components. The PSAP must submit in writing its approval of the Purchase Order 60 days prior to renewal. Services that are stand alone and interfaced shall be contracted by the PSAP and costs borne by that PSAP. The Parties agree that payment for such interfaces does not arbitrarily grant the PSAPs or their staff access to the administration of the 9-1-1 System infrastructure. Access will be granted by the ETSB Executive Director pursuant to policy.

#### **Section 4: Financial**

Section 4 - Generally.

As an agency of the County, the ETSB is bound to the requirements and duties prescribed to it per County Ordinance Section 20-40: The Emergency Telephone System Board of DuPage County including specific financial duties.

The Parties agree that the ETSB shall, as an agency of the County and for transparency purposes, follow the County Procurement rules and guidelines for Budget submission for the timely approval of its budget appropriation according to State Statute.

The Parties agree that the ETSB shall, as an agency of the County and for transparency purposes, follow the County Procurement rules and guidelines unless expressly stated in this document.

The Parties agree that the language of this Agreement cannot supersede the Ordinance.

Section 4.1: Financial Objectives.

The Parties agree that 9-1-1 services are provided by the citizen 9-1-1 surcharge (ETSB) and taxpayer general fund property taxes (PSAP). The Parties agree that certain citizens are, therefore, contributing to 9-1-1 services in both general fund and surcharge payments. The Financial objectives shall:

- A. seek to find additional ways to reduce the cost to the citizen for delivery of 9-1-1 service from the ETSB and the PSAPs while meeting their expectations; and
- B. seek to continue a financially sustainable model to provide long term funding for 9-1-1 services in the ETSB geographic service area.

#### Section 4.2: Ratification.

The ratification of this agreement by the ETSB and the PSAPS receiving funds is necessary for the distribution of any grant monies with 9-1-1 surcharge funds.

#### Section 4.3: Grants to PSAPs.

##### Section 4.3.1: Generally.

The Parties agree that the ETSB may annually elect to provide grants to the PSAPs for costs directly related to the 9-1-1 dispatch as allowed by state and federal statute and specifically outlined 47 C.F.R. 9.23, 50 ILCS 750/35 (PA 103-0366, EFF 7/28/2023), and Illinois Administrative Code title 83 §1329 including but not limited to the expenses set forth in 50 ILCS 750/35(a)(2)(A-E), which include rent, mortgage payments, bond payments, and maintenance for the PSAP building and facility; telecommunicator salaries; and subscriber units for law enforcement and firefighters. The Formula established in Section 4.3.2 below will be used to determine the dollar amount allocations between the PSAPs.

The grant shall only be made if the ETSB has met all of its core financial obligations in providing for the operation/maintenance of the 9-1-1 System and capital equipment replacement. Such determination will be made bi-annually by the DuPage County Treasurer based on a cash flow analysis provided by the County Finance Department via the County Chief Financial Officer. PSAPs shall be required to submit documentation attesting to the use of the grant funds so that the ETSB may document such expense in the Annual Financial Report (AFR) required by state statute.

##### Section 4.3.2: PSAP Grant Formula.

During the Budget process, the ETS Board will determine the allocated amount to be placed in the budget. The Parties agree that this amount shall not be considered an expense until the ETS Board votes to approve its disbursement. The Parties agree that the ETS Board has the right to reduce the amount of the allocation based on revenue and operating obligations as determined in Section 4.3.1.

The grant shall be allocated in the following manner:

1. The grant allocation shall be split according to the above percentages:
  - a. ACDC: 35%
  - b. DU-COMM: 65%

##### Section 4.3.3: Limitations on Use and Penalties.

The parties recognize that surcharge authorized by law is collected by or distributed to the ETSB to fund expenditures permitted by statute. The parties further acknowledge and agree that the public funds used to acquire said equipment were authorized to enhance the ability of the ETSB, PSAPS and the first responding sworn personnel to effectively respond to emergency calls to 9-1-1. Diversion of surcharge funds is ground for withholding of surcharge by the State of Illinois and other penalties be assigned. The PSAPs shall ensure that said surcharge granted continue to be utilized for approved

purposes. If at any time during the course of this Agreement, the ETSB determines that granted funds are not being used in accordance with the objectives of this Agreement, or by appropriately authorized personnel, or in the event PSAP fails to comply with the terms of the Agreement, the ETSB may request the return of less than all of the surcharge granted to the PSAP pursuant to this Agreement and the PSAP shall promptly comply with the ETSB's request.

If a PSAP fails to provide documentation of the use of the surcharge to the ETSB within 60 days of the expense or annually indicates the fundings has not been spent, the PSAP will not be eligible for future funding for one (1) fiscal year in which funds will be granted. The PSAP will be responsible for any monetary penalties levied against the ETSB for failure to comply. Any such penalties cannot be paid with surcharge funds.

If a PSAP uses the funding for an expense that is not an *allowable* or *acceptable* cost as determined by the FCC or State of Illinois statute or administrative rule, the PSAP shall reimburse ETSB within 60 days of the determination and will forfeit any eligibility for grant funding for a period of five (5) years in which funds will be granted. The PSAP will be responsible for any monetary penalties levied against the ETSB for a determination of diversion or failure to comply. Any such penalties cannot be paid with surcharge funds.

## **Section 5: Fiscal Year 2023 Budget and Grant to the PSAPs**

### Section 5.1: Initial Grant.

Within 60 days of execution of the IGA, the ETSB shall grant \$2,000,000 to the PSAPs using the PSAP Grant Formula detailed in Section 4.3.2. No further monies will be granted to the PSAPs until all conditions stipulated in this Agreement have been met.

### Section 5.2: PSAP Grant.

ETSB is not obligated to provide any future funding as described in Section 4. Within the FY23 budget, the ETS Board has approved an additional \$1M which may be granted to the PSAPs in the fourth quarter of the fiscal year at the discretion of the ETS Board.

## **Section 6: Training**

### Section 6: Telecommunicator Training, Certification and License Costs.

#### Section 6.1: Generally.

The Parties agree that ETSB may provide funding to the PSAPs for the cost of approved training, mandatory certifications, and any licensing required by the State of Illinois and FCC ("training"). Including any overtime earned by the qualified employee to attend online or in-state training and excluding conferences and out-of-state training. The distribution shall only be made if the ETSB has met all of its core financial obligations in providing for the operation/maintenance of the 9-1-1 System and capital equipment replacement. The ETS Board shall approve up to \$100,000 annually during the budget process. The Parties agree that the ETS Board has the right to reduce the amount of the allocation based on revenue and operating obligations.

The distribution of this training grants shall be determined in the same manner as the PSAP Grant Funding in Section 4.3.2: PSAP Grant Formula. Section 4.3.3 and 4.3.4 shall also apply to grants for training.

ETSB currently provides State mandated Emergency Medical Dispatch training (certification and recertification), on-line monthly situation training, and may provide any other training approved by the ETS Board in the future. These costs shall be separate from the funds granted for training.

#### Section 6.2: Records.

Pursuant to 83 Illinois 1329.620(d), the Parties agree that the PSAP Directors will provide a list of training as required by state statute to verify the training provided to ensure that ETSB is utilizing the taxpayer surcharge in an allowable manner for recording keeping purposes.

(a) Each 9-1-1 Authority, as well as its answering points, shall ensure its public safety telecommunicators and public safety telecommunicator Supervisors comply with the training, testing, and certification requirements established pursuant to Section 2605-53 of the Department of State Police Law.

(b) Each 9-1-1 Authority, as well as its answering points, shall maintain a record regarding its public safety telecommunicators and public safety telecommunicator Supervisors compliance with this Section for at least 7 years and shall make the training records available for inspection by the Administrator upon request.” the Parties agree to comply with said section and to provide training records to ETSB as the 9-1-1 Authority.

Training for, technical staff, contracted staff, or administrative staff shall not be part of this grant funding allocation to the PSAPs. Required certifications or continuing education credits, Train the Trainer courses that further the training of the Telecommunicators and may include dispatch supervisors and managers subject to the approved uses of surcharge funds.

The Parties agree that no more than Thirty percent (30%) of ETSB training dollars shall be used by either PSAP for out of state conferences that do not include continuing education hours consistent with allowable costs or for dispatch supervisors and managers subject to the approved uses of surcharge funds. If the continuing education courses are a separate fee, ETSB training dollars shall only be used for the continuing education course cost. ETSB training dollars shall not be used for travel expenses including but not limited to hotel, airfare, car rental or mileage. ETSB training dollars may be used for mileage for personal vehicles for in-state training subject to the County Travel Policy’s restrictions (section 3.4(A)). ETSB training dollars shall not be used to reimburse either DUCOMM or the Village of Addison for mileage on agency owned vehicles.

#### Section 6.3: Funding Formula, Restricted Revenue.

The Parties agree that any funds distributed to the PSAPs for training may not be used for other purposes. The Parties further agree that any funds not utilized by a PSAP in

the granted fiscal year shall be carried over annually for training and travel purposes and shown in a separate line item in the PSAP's fiscal year budget.

The Parties further agree that if the PSAP's fiscal year budget has \$100,000 or more in ETSB training dollars, the ETS Board may elect to forego grant funding in that fiscal year for training.

#### Section 6.4: County Travel Policy.

This Agreement shall supersede the County's Travel and Reimbursement Policy for employees where training for PSAP personnel is funded as an allowable cost for surcharge Funds, except as set forth above. ETSB staff shall follow and be reimbursed according to County policy and are not part of this Agreement.

### **Section 7: Term and Termination**

#### Section 7.1: Effective Date.

This Agreement shall commence upon its execution by the parties and the County Board. The Agreement shall continue until November 30, 2030, or until it is terminated in accordance with this Part 7.

#### Section 7.2: Termination by Election of Parties.

After the term of this Agreement, any party wishing to terminate this Agreement may do so for any reason upon one-hundred twenty (120) days written notice to the other. Upon termination, except as provided in Section 7.4. A terminating PSAP shall be responsible any costs arising from or associated with any grants or training grant funds covered under this Agreement. A request by the ETSB, pursuant to Section 4.3.4 for the reasons provided by that Section, for a return of certain funds granted to PSAPs shall not automatically operate to terminate this Agreement.

#### Section 7.3: Effects of Termination.

Upon the effective date of the termination of this agreement pursuant to a written notice by PSAP as set forth in Section 7.2, (1) PSAP's may use surcharge funds already granted; and (2) PSAP's obligation to reimburse the ETSB for any costs arising from the granting of surcharge as provided in this Agreement shall remain in full force and effect.

#### Section 7.4: Termination as a Result of Loss of Surcharge.

When the ETSB determines as a result of the loss of surcharge funding including, but not limited to an elimination or reduction of the surcharge by any means, it cannot continue to fund grants to the PSAPs or training, the ETS Board may cease to allocate funds for grants.

### **Section 8: Miscellaneous Terms**

#### Section 8.1: No Joint Venture.

This Agreement shall not be construed in such a way that the County, the ESTB, or the PSAPs, or is deemed to be, the representative, agent, employee, partner, or joint venture of the other. The parties shall not have the authority to enter into any agreement, nor to assume any liability, on behalf of the other party, nor to bind or commit the other party in any manner, except as expressly provided herein.

#### Section 8.2: Notice.

All notices required to be given pursuant to this Agreement shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if personally delivered, or if deposited in the United States mail, registered or certified return receipt requested, or upon receipt of facsimile transmission. Notice given as provided herein does not waive service of summons or process.

##### **If to the County, to:**

Attention: DuPage County  
c/o Emergency Telephone System Board  
421 County Farm Road  
Wheaton, IL 60187

##### **If to the PSAPs, to:**

Attention: DU-COMM  
420 County Farm Road  
Wheaton, IL 60187

Attention: The Village of Addison  
c/o Addison Consolidated Dispatch Center  
1471 Jeffrey Drive  
Addison, IL 60101

#### Section 8.3: Entire Agreement.

This Agreement constitutes the entire agreement of the County on behalf of the 9-1-1 System and the PSAPs with respect to the subject matter hereof and supersedes all other prior and contemporary agreements, understandings, representations, negotiations, and commitments between the PSAPs and the County with respect to the subject matter hereof.

#### Section 8.4: Approval Required and Binding Effect.

This Agreement between the County on behalf of the 9-1-1 System and the PSAPs shall not become effective unless authorized by the County Board. This Agreement constitutes a legal, valid and binding agreement, enforceable against the PSAPs and, once duly authorized and executed as set forth herein, against the County.

#### Section 8.5: Representations.

Each party represents that it the authority to enter into this Agreement and undertake the duties and obligations contemplated by this Agreement and that it has taken or caused to be taken all necessary action to authorize the execution and delivery of this Agreement.

#### Section 8.6: Covenant Not to Sue.

The parties hereby covenant and agree that each shall not sue, institute, cause to be instituted or permit to be instituted on its behalf, or by or on behalf of its past, present or future officials, officers, employees, attorneys, agents or assigns, any proceeding or other action with or before any local, state and/or federal agency, court or other tribunal, against the other party, its board members, officers, commissioners, employees, attorneys, agents or assigns, arising out of, or from, or otherwise relating, directly or indirectly, to this Agreement, or any dispute arising out of ETSB's distribution of disbursement set forth in Section 4, to the extent authorized by law.

Section 8.7: Amendments.

This Agreement may be amended upon the written agreement of the parties.

**WHEREFORE**, the parties have signed and executed this Agreement as of the date written below in the County of DuPage, State of Illinois.

**COUNTY OF DUPAGE:**

**VILLAGE OF ADDISON FOR ADDISON  
CONSOLIDATED DISPATCH CENTER**

\_\_\_\_\_  
Deborah A. Conroy, Chair

\_\_\_\_\_  
Richard Veenstra, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**EMERGENCY TELEPHONE SYSTEM  
BOARD OF DU PAGE COUNTY**

**DUPAGE PUBLIC SAFETY  
COMMUNICATIONS**

\_\_\_\_\_  
Greg Schwarze, Chair

\_\_\_\_\_  
David Brummel, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_