



DU PAGE COUNTY

Judicial and Public Safety Committee

Regular Meeting Agenda

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

Tuesday, February 6, 2024

8:00 AM

3-500B

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENT**

4. **CHAIR REMARKS - CHAIR EVANS**

5. **APPROVAL OF MINUTES**

5.A. [24-0534](#)

Judicial and Public Safety Committee Minutes - Regular Meeting - Tuesday, January 16, 2024.

6. **RESOLUTIONS**

6.A. [JPS-R-0002-24](#)

Authorization of a Memorandum of Understanding between the DuPage County Sheriff, the County of DuPage and the American Federation of State, County and Municipal Employees, Council 31, AFL-CIO, on behalf of Local 3328, Sheriff's Health Care Professionals. (Sheriff's Office)

6.B. [FI-R-0026-24](#)

Additional appropriation for the ILDCFS Children's Advocacy Center Grant PY24 - Agreement No. 3871779014, Company 5000, Accounting Unit 6580, from \$312,185 to \$328,278.11, an increase of \$16,093.11. (State's Attorney's Office)

7. **BUDGET TRANSFERS**

7.A. [24-0535](#)

Transfer of funds from account no. 1400-5930-51040 (employee medical & hospital insurance) to account no. 1400-5930-51000 (benefit payments) in the amount of \$176 to cover benefit payout shortages for the Drug Court budget for FY23. (Probation & Court Services)

7.B. [24-0536](#)

Transfer of funds from account no. 1000-4410-51080 (wearing apparel reimbursement) to 1000-4410-51060 (cell phone stipend) in the amount of \$2,100 for cell phone stipends due to overtime shifts. (Sheriff's Office)

7.C. [24-0537](#)

Transfer of funds from account no. 1400-5920-50080 (salary & wage adjustments) to account nos. 1400-5920-50000 (regular salaries) and 1400-5920-50040 (part-time help), in the amount of \$2,777, to cover deficits in regular salaries and part-time help for FY23. (Family Center)

7.D. [24-0538](#)

Transfer of funds from account no. 1000-6100-53410 (rental of machinery & equipment) to account nos. 1000-6100-50010 (overtime) and 1000-6100-50040 (part time help) in the amount of \$13,946 to cover FY23 salary overages. (Probation & Court Services)

8. CONSENT ITEMS8.A. [24-0539](#)

Decrease and close Purchase Order 6153-0001 SERV, issued to Clausen Miller PC, in the amount of \$20,000. There were no AFSCME issues requiring professional legal services for the contract. (18th Judicial Circuit Court)

9. INFORMATIONAL9.A. [24-0540](#)

Informational - Public Defender's Office Monthly Statistical Report - December 2023. (Public Defender's Office)

9.B. [24-0541](#)

Informational - Pursuant to FI-O-0056-22 and DT-R-0306B-22, (3) vehicle replacement purchase orders for FY24 for the Sheriff's Office have been issued to Haggerty Ford, Inc., unit price for each vehicle is \$63,456, for a total amount of \$190,368. (Sheriff's Office)

10. PROCUREMENT REQUISITIONS10.A. [JPS-P-0008-24](#)

Recommendation for the approval of a contract to Monterrey Security Consultants, for physical security services for the County Campus and the Health Department, for the period of March 1, 2024 to February 28, 2025, for a total contract amount not to exceed \$1,368,375; per renewal option under RFP #22-115-OHSEM, first of three options to renew. (Office of Homeland Security and Emergency Management)

11. EXECUTIVE SESSION

11.A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (8) - Security procedures and the use of personnel and equipment to respond to an actual, threatened, or reasonably potential danger to the safety of employees, staff, the public, or public property.

12. OLD BUSINESS**13. NEW BUSINESS****14. ADJOURNMENT**



Minutes

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

File #: 24-0534

Agenda Date: 2/6/2024

Agenda #: 5.A.



DU PAGE COUNTY

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

Judicial and Public Safety Committee Final Summary

Tuesday, January 16, 2024

8:00 AM

County Board Room

1. CALL TO ORDER

8:00 AM meeting was called to order by Chair Lucy Evans at 8:04 AM.

2. ROLL CALL

Staff present:

Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Conor McCarthy (Assistant State's Attorney), Suzanne Armstrong (Court Administrator), Robert McEllin (Director-Probation and Court Services), Sharon Donald (Finance Manager-Probation and Court Services), Jeff Martynowicz (Chief Financial Officer), Jeff York (Public Defender), William Eidson (Acting Director-DOT/County Engineer), Jason Blumenthal (Policy and Program Manager), Evan Shields (Public Information Officer), Nick Etminan (Buyer-Procurement) and Brian Rovik (Buyer-Procurement).

Other Board members present:

Member Cahill and Member Garcia

Remote attendee:

Dan Bilodeau (Deputy Chief-Sheriff's Office)

PRESENT	Chaplin, Childress, DeSart, Eckhoff, Evans, Krajewski, Ozog, Schwarze, Tornatore, and Zay
REMOTE	Gustin, and Yoo

MOTION TO ALLOW REMOTE PARTICIPATION

Member Chaplin moved, seconded by Member Childress, to allow Member Gustin and Member Yoo to participate remotely.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Michael Childress

3. PUBLIC COMMENT

No public comment was offered.

4. CHAIR REMARKS - CHAIR EVANS

Chair Evans welcomed everyone to the first meeting of 2024.

5. APPROVAL OF MINUTES

5.A. [24-0310](#)

Judicial and Public Safety Committee - Regular Meeting - Tuesday, December 5, 2023.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Mary Ozog

6. PROCUREMENT REQUISITIONS

6.A. [24-0311](#)

Recommendation for the approval of a contract to Dr. Michaela Mozley, to provide expertise, experience, and knowledge to complete court-ordered psycho-sexual evaluations for court-involved individuals, for the period January 17, 2024 through January 16, 2025, for a contract total amount not to exceed \$23,400. Other Professional Services not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-353(1)(b). (Probation and Court Services)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Michael Childress

6.B. [JPS-P-0005-24](#)

Recommendation for the approval of a contract purchase order to Northeast DuPage Youth and Family Services, to provide services to youths who are at risk of domestic violence and trauma, for the period of February 1, 2024 through January 31, 2025, for a contract total amount not to exceed \$36,000. Other Professional Service, not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-353(1)(b). (Probation and Court Services)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Brian Krajewski
SECONDER:	Michael Childress

6.C. [JPS-P-0006-24](#)

Recommendation for the approval of a contract purchase order issued to Alliance Technology Group, LLC, for the purchase of a back-up system for the virtual servers, for the Sheriff's Office, for the period of January 24, 2024 through January 23, 2025, for a contract total not to exceed \$98,446.20; per GSA contract GS-35F-303DA. (Sheriff's Office)

Member Yoo inquired when the last time a back-up system for the virtual servers was purchased, as well as how many servers there are. Deputy Chief Dan Bilodeau with the Sheriff's Office responded that this is the first time they are purchasing a back-up system and that there are a substantial number of servers.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Brian Krajewski

6.D. [JPS-P-0007-24](#)

Recommendation for the approval of a contract purchase order to Sentinel Offender Services, LLC, to provide GPS device or electronic monitoring services to juveniles and indigent adult offenders and their victims, for the period February 1, 2024, through January 31, 2026, for a total contract amount not to exceed \$612,000; contract pursuant to the Master Agreement #: 22PSX0021– National Association of State Procurement Officers (NASPO) ValuePoint. (Probation and Court Services)

Members Garcia, Zay and DeSart brought forth questions regarding why victims would have an electronic monitoring device on them, whether there has been an uptick in electronic monitoring usage since the SAFE-T Act went into effect and what DV stands for. Robert McEllin, Director of Probation and Court Services, responded that victims are offered an option to carry a mobile device on them which will alert the police if a perpetrator is within a certain distance from them. Further, Director McEllin indicated that his office has seen an increase in electronic monitoring usage, but nothing drastic and that DV stands for domestic violence.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Brian Krajewski
SECONDER:	Michael Childress

7. **BUDGET TRANSFERS**

7.A. [24-0312](#)

Transfer of funds from account no. 1400-5930-51040 (employee medical and hospital insurance) to account nos. 1400-5930-50000 (regular salaries), 1400-5930-51010 (employer share I.M.R.F.) and 1400-5930-51030 (employer share social security) in the amount of \$117 to cover salaries and fringe benefits shortages for the Drug Court budget for FY23. (Probation and Court Services)

Member Krajewski questioned why budget transfers in such a minimal amount need to be voted on in Committee. Chief Financial Officer Martynowicz responded that per guidance from the Attorney General's Office, any transfer, no matter what the amount,

that involves personnel or capital accounts must be brought to the Committee. However, if a transfer involves commodities or contractual accounts, then it would not go to the Committee and rather be processed administratively. Member Krajewski went on to suggest alternate ways to handle this type of budget transfer to which CFO Martynowicz responded.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Mary Ozog

7.B. [24-0313](#)

Transfer of funds from account no. 1400-5940-51050 (flexible benefit earnings) to account nos. 1400-5940-50000 (regular salaries), 1400-5940-51010 (employer share I.M.R.F.) and 1400-5940-51030 (employer share social security) in the amount of \$39 to cover salaries and fringe benefits for FY23. (Probation and Court Services)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Michael Childress

7.C. [24-0314](#)

Transfer of funds from account no. 1400-6130-51030 (employer share social security) to account nos. 1400-6130-50000 (regular salaries) and 1400-6130-51040 (employee medical and hospital insurance) in the amount of \$2,661 to cover salaries and fringe benefits for FY23. (Probation and Court Services)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Michael Childress

7.D. [24-0316](#)

Transfer of funds from account no. 5000-6570-51010 (employer share I.M.R.F.) to account no. 5000-6570-51050 (flexible benefit earnings) in the amount of \$50 to cover the FY23 Flexible Benefit budget shortage. (State's Attorney's Office)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Liz Chaplin

8. ACTION ITEMS

8.A. [JPS-CO-0001-24](#)

Amendment to Purchase Order 2846-0001 SERV, issued to Journal Technologies, Inc., for a case management system, for additional users due to an increase in staffing, to increase the contract total in the amount of \$38,055.01, a 4.58% increase. (Public Defender’s Office)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Liz Chaplin

9. INFORMATIONAL

9.A. [24-0322](#)

Informational - Pursuant to FI-O-0056-22 and DT-R-0306B-22, (3) vehicle replacement purchase orders for FY24 for the Sheriff’s Office have been issued to Willowbrook Ford, Inc., unit price for each vehicle is \$59,180.26, for a total amount of \$177,540.78. (Sheriff’s Office)

Chair Evans stated that, per the request of the Division of Transportation (DOT), this item is being pulled from the agenda and will not be voted on. Member Krajewski questioned why this was being pulled. William Eidson, Acting DOT Director/County Engineer, explained that they cancelled this specific order because they were able to find vehicles elsewhere that were available immediately.

RESULT:	WITHDRAWN
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10. OLD BUSINESS

No old business was offered.

11. NEW BUSINESS

No new business was offered.

12. ADJOURNMENT

With no further business, Member Schwarze moved, seconded by Member Chaplin, to adjourn the meeting at 8:17 AM. The next meeting is scheduled for Tuesday, February 6, 2024 at 8:00 AM.



Judicial/Public Safety Resolution

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

File #: JPS-R-0002-24

Agenda Date: 2/6/2024

Agenda #: 6.A.

AUTHORIZATION OF A MEMORANDUM OF UNDERSTANDING
BETWEEN THE DU PAGE COUNTY SHERIFF, THE COUNTY OF DU PAGE
AND THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL
EMPLOYEES, COUNCIL 31, AFL-CIO, ON BEHALF OF LOCAL 3328,
SHERIFF'S HEALTH CARE PROFESSIONALS

WHEREAS, the Illinois Public Employee Labor Relations Act provides for union recognition and collective bargaining in the State of Illinois, and

WHEREAS, the bargaining unit Health Care Professionals of the DuPage County Sheriff's Office did authorize the American Federation of State, County and Municipal Employees, Council 31, AFL-CIO, on behalf of Local 3328 ("Union") as their exclusive bargaining agent pursuant to the Act, and

WHEREAS, the DuPage County Sheriff, the County of DuPage and the Union have previously entered into a Collective Bargaining Agreement ("CBA") covering the bargaining unit Health Care Professionals of the DuPage County Sheriff's Office, being effective through November 30, 2024, and

WHEREAS, the Sheriff, the County and the Union have bargained in good faith to reach agreement on a Memorandum of Understanding ("MOU") regarding Section 16.2 Minimum Wages of the CBA, wherein the language of Section 16.2 concerning job titles is adjusted to be consistent with the Definitions contained within Section 1.4 Definitions of the CBA, and regarding the additional of two additional job titles to Section 16.2, and

WHEREAS, the members of the Union have ratified the MOU on January 3, 2024, and

WHEREAS, the Sheriff of DuPage County is in agreement with the MOU, and

WHEREAS, the MOU will only be effective if the County Board ratifies the MOU by this resolution,

NOW, THEREFORE, BE IT RESOLVED that the County Board does hereby ratify, and adopt the Memorandum of Understanding attached to this Resolution between the Sheriff of DuPage County, the County of DuPage and the Union, and

BE IT FURTHER RESOLVED that the County Board Chair be authorized to execute said Memorandum of Understanding attached hereto as Exhibit A, and

BE IT FURTHER RESOLVED that the County Clerk transmit a copy of this Resolution to the Human Resources Department, the County Board Office and the Sheriff of DuPage County.

Enacted and approved this 13th day of February, 2024 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

Memorandum of Understanding Between the DuPage County Sheriff and County of DuPage and American Federation of State, County and the Municipal Employees, Council 31, AFL-CIO, on behalf of Local 3328

The DuPage County Sheriff and the County of DuPage (“Employers”) and American Federation of State, County and Municipal Employees, Council 31, AFL-CIO, on behalf of Local 3328 (“Union”) enter this Memorandum of Understanding (“MOU”) on the ___ day of January, 2024.

1. The Employers and the Union are parties to a collective bargaining agreement (the “CBA”) which is set to expire on November 30, 2024.
2. Section 16.2, Minimum Wages, paragraph (a) of the CBA addresses starting pay and minimum hourly wages or weekly salary for bargaining unit members in eight (8) different job titles, specifically: Full-Time Licensed Practical Nurse; Part-Time Licensed Practical Nurse; Full-Time Registered Nurse; Part-Time Registered Nurse; Part-Time Dental Assistant; Part-Time Licensed Professional Counselor; Full-Time Licensed Clinical Professional Counselor; and Full-Time Licensed Clinical Psychologist.
3. The Employers and Union desire to amend Section 16.2, Minimum Wages, to be consistent with, and include the Mental Health Professionals as defined in Section 1.4. Definitions of the CBA, which provides that “Mental Health Professionals includes employees holding licensure as either a Licensed Clinical Psychologist, a Licensed Clinical Professional Counselor, a Licensed Professional Counselor, a Licensed Clinical Social Worker or a Licensed Social Worker”, specifically adjusting Section 16.2 to change “Part-Time Licensed Professional Counselor” and “Full-Time Licensed Clinical Professional Counselor” to “Part-Time Licensed Professional Counselor/Licensed Social Worker” and “Full-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker”.
4. The Employers and the Union desire to add two additional job titles to Section 16.2 – Minimum Wages, specifically: “Full-Time Licensed Professional Counselor/Licensed Social Worker” and “Part-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker”.
5. The Parties agree that effective the first pay period after the entering into of this MOU, Section 16.2, Paragraph (a) shall reflect that the Minimum Hourly Rate/Weekly Salary of the Full-Time Licensed Professional Counselor/Licensed Social Worker and Part-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker shall be:

<u>Title</u>	<u>Minimum Hourly Rate/Weekly Salary</u>
Full-Time Licensed Professional Counselor/ Licensed Social Worker	\$1,159.20 per week

Part-Time Licensed Clinical Professional Counselor/
Licensed Clinical Social Worker

\$33.77 per hour

Section 16.2, Paragraph (a), as amended by this MOU, is attached hereto, and made a part hereof, as Exhibit A.

6. The Parties agree that the language of Section 16.2, Paragraph (a), wherein the Employers reserve the right to establish the starting pay for new hires shall remain in full force and effect as to the eight (8) listed job titles (as amended), as well as to the job titles of Full-Time Licensed Professional Counselor/Licensed Social Worker and Part-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker. The Parties further agree that the language of Section 16.2, Paragraph (a), wherein the minimum hourly wage or weekly salary for bargaining unit members in the job titles of Full-Time Licensed Practical Nurse, Part-Time Licensed Practical Nurse, Full-Time Registered Nurse, Part-Time Registered Nurse, Part-Time Dental Assistant, Part-Time Licensed Professional Counselor (as amended), Full-Time Licensed Clinical Professional Counselor (as amended), and Full-Time Licensed Clinical Psychologist shall also remain in effect.
7. The Parties agree that all other provisions of the CBA shall remain in full force and effect.
8. The Parties agree that this MOU is effective only after the County of DuPage Board ratifies a resolution adopting this MOU. Otherwise, this MOU is null and void.

AFSCME COUNCIL 31
on behalf of Local 3328

County of DuPage

Signature on file

By: _____

Its: Staff Representative

Date: 1/3/24

By: _____

Deborah A. Conroy
Chair, DuPage County Board

Sheriff of DuPage County

By: **Signature on file** _____

James Mendrick
Sheriff of DuPage County

Exhibit A

Section 16.2 – Minimum Wages

a) The Employers reserve the right to establish the starting pay for any new hires. Effective the first pay period following execution of this Memorandum of Agreement the minimum hourly wage or weekly salary for bargaining unit members shall be as follows:

<u>Title</u>	<u>Minimum Hourly Rate/Weekly Salary</u>
Full-Time Licensed Practical Nurse	\$27.50 per hour
Part-Time Licensed Practical Nurse	\$27.50 per hour
Full-Time Registered Nurse	\$36.30 per hour
Part-Time Registered Nurse	\$36.30 per hour
Part-Time Dental Assistant	\$20.70 per hour
Full-Time Licensed Professional Counselor/Licensed Social Worker	\$1,159.20 per week
Part-Time Licensed Professional Counselor/Licensed Social Worker	\$28.98 per hour
Full-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker	\$1,351 per week
Part-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker	\$33.77 per hour
Full-Time Licensed Clinical Psychologist	\$1,643 per week



Finance Resolution

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

File #: FI-R-0026-24

Agenda Date: 2/6/2024

Agenda #: 6.B.

ADDITIONAL APPROPRIATION FOR
THE ILDCFS CHILDREN’S ADVOCACY CENTER GRANT PY24
AGREEMENT NO. 3871779014 - COMPANY 5000 - ACCOUNTING UNIT 6580
FROM \$312,185 TO \$328,278.11 (AN INCREASE OF \$16,093.11)

(Under the administrative direction of the DuPage County State’s Attorney’s Office)

WHEREAS, the County of DuPage, through the DuPage County State’s Attorney’s Office, heretofore accepted and appropriated the ILDCFS Children’s Advocacy Center Grant PY24, Inter-governmental Agreement No. 3871779014, Company 5000, Accounting Unit 6580, pursuant to Resolution FI-R-0174-23, for the period of July 1, 2023 through June 30, 2024; and

WHEREAS, the County of DuPage, through the DuPage County State’s Attorney’s Office, has been notified by the Children’s Advocacy Centers of Illinois that additional grant funds in the amount of \$16,093.11 (SIXTEEN THOUSAND, NINETY-THREE AND 11/100 DOLLARS) have been made available for continuing the ILDCFS Children’s Advocacy Center program; and

WHEREAS, no additional County funds are required to receive this additional funding; and

WHEREAS, acceptance of this additional grant funding does not add any additional subsidy from the County; and

WHEREAS, the DuPage County Board finds that the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that additional grant funds for the ILDCFS Children’s Advocacy Center Grant PY24, Inter-governmental Agreement No. 3871779014, Company 5000, Accounting Unit 6580 in the amount of \$16,093.11 (SIXTEEN THOUSAND, NINETY-THREE AND 11/100 DOLLARS) are hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the appropriation relating to the ILDCFS Children’s Advocacy Center Grant PY24, Inter-governmental Agreement No. 3871779014, Company 5000, Accounting Unit 6580 be increased by \$16,094 (SIXTEEN THOUSAND, NINETY-FOUR AND NO/100 DOLLARS) to a new amended total of \$328,279 (THREE HUNDRED TWENTY-EIGHT THOUSAND, TWO HUNDRED SEVENTY-NINE AND NO/100 DOLLARS) as reflected on the attached budget sheet (ATTACHMENT I).

Enacted and approved this 13th day of February, 2024 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK

ATTACHMENT I

ADDITIONAL APPROPRIATION FOR
THE ILDCFS CHILDREN'S ADVOCACY CENTER GRANT PY24
AGREEMENT NO. 3871779014
COMPANY 5000 – ACCOUNTING UNIT 6580
FROM \$312,185 TO \$328,279
(AN INCREASE OF \$16,094)

REVENUE

41000-0002 - Federal Operating Grant - HHS	\$	316
41400-0004 - State Operating Grant - IDCFS		<u>15,778</u>

TOTAL ANTICIPATED REVENUE \$ 16,094

EXPENDITURES

PERSONNEL

50000-0000 - Regular Salaries	\$	<u>16,094</u>
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TOTAL PERSONNEL \$ 16,094

TOTAL ADDITIONAL APPROPRIATION \$ 16,094



Budget Transfer

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

File #: 24-0535

Agenda Date: 2/6/2024

Agenda #: 7.A.

FY'2023

DuPage County, Illinois
 BUDGET ADJUSTMENT
 Effective October, 2022

DRUG COURT

From: 1400
 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	
5930	51040		EMPLOYEE MED & HOSP INSURANCE	\$ 176.00	1,766.85	1,590.85	1/24/24
Total				\$ 176.00			

DRUG COURT

To: 1400
 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	
5930	51000		BENEFIT PAYMENTS	\$ 176.00	(175.87)	0.13	1/24/24
Total				\$ 176.00			

Reason for Request:

Need to transfer funds to cover benefit payout shortages for Drug Court budget for FY'2023.

[Signature]
 Signature on file

Department Head

[Signature]

Chief Financial Officer

1-22-24
 Date

1/28/24
 Date

Activity _____
 (optional)

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

Finance Department Use Only

Fiscal Year 23 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 2/16/24
 FIN/CB - 2/13/24

[Signature]



Budget Transfer

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

File #: 24-0536

Agenda Date: 2/6/2024

Agenda #: 7.B.

FY23

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective January 22, 2024

JAIL OPERATIONS

From: 1000
Company #

From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
4410	51080		WEARING APPAREL REIMBURSEMENT	\$ 2,100.00	19,241.00	17,141.00	1/26/24	1000-9100
Total				\$ 2,100.00				

JAIL OPERATIONS

To: 1000
Company #

To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
4410	51060		CELL PHONE STIPEND	\$ 2,100.00	(2,046.79)	53.21	1/26/24	1000-9100
Total				\$ 2,100.00				

Reason for Request:

Budget transfer is necessary for cell phone stipend due to overtime shifts

Department Head

Chief Financial Officer

Date

Date

Activity

(optional)

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

Finance Department Use Only

Fiscal Year 23 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 2/6/24
FIN/CB - 2/13/24



Budget Transfer

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

File #: 24-0537

Agenda Date: 2/6/2024

Agenda #: 7.C.

FY23

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October, 2022

From: 1400
Company #

NEUTRAL SITE CUSTODY EXCHANGE
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance	
					Prior to Transfer	After Transfer
5920	50080		SALARY & WAGE ADJUSTMENTS	\$ 2,777.00	6,718.00	3,941.00
Total				\$ 2,777.00		

1/16/24

To: 1400
Company #

NEUTRAL SITE CUSTODY EXCHANGE
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance	
					Prior to Transfer	After Transfer
5920	50000		REGULAR SALARIES	\$ 1,639.00	(1,638.49)	0.51
5920	50040		PART TIME HELP	\$ 1,138.00	(1,137.70)	0.30
Total				\$ 2,777.00		

1/16/24

1/16/24

Reason for Request:

Transfer covers deficits in Regular Salaries and Part-Time Help for FY 23

Signature on file

Department Head

Chief Financial Officer

1/16/24
1/18/24

Activity

(optional)

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

Finance Department Use Only

Fiscal Year 23 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 2/16/24
FIN/CB - 2/18/24

8



Budget Transfer

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

File #: 24-0538

Agenda Date: 2/6/2024

Agenda #: 7.D.

FY'2023

DuPage County, Illinois
 BUDGET ADJUSTMENT
 Effective October, 2022

PROBATION & COURT SERVICES

From: 1000
 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	
6100	53410		RENTAL OF MACHINERY & EQUIPMNT	\$ 13,946.00	136,409.94	122,463.94	1/29/24
Total				\$ 13,946.00			

PROBATION & COURT SERVICES

To: 1000
 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	
6100	50010		OVERTIME	\$ 4,833.00	(4,832.93)	0.07	1/29/24
6100	50040		PART TIME HELP	\$ 9,113.00	(9,112.19)	0.81	1/29/24
Total				\$ 13,946.00			

Reason for Request:

Transfer of funds to cover FY'2023 salary overages.

 Department Head

 Chief Financial Officer

1-29-2024
 Date
 1/20/24
 Date

Activity _____
 (optional)

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

Finance Department Use Only

Fiscal Year 23 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 2/6/24
 FIN/CB - 2/13/24





Change Order

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

File #: 24-0539

Agenda Date: 2/6/2024

Agenda #: 8.A.

JPS only 2/6



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jan 22, 2024

MinuteTraq (IQM2) ID #: 24-0452

Purchase Order #: 6153-0001 SERV	Original Purchase Order Date: Dec 1, 2022	Change Order #: 1	Department: Circuit Court
Vendor Name: Clausen Miller PC	Vendor #: 12039		Dept Contact: Katherine Thompson
Background and/or Reason for Change Order Request:	This was a purchase order for services as needed, not to exceed \$20,000. There were no AFSCME issues requiring professional legal services for the contract period.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

- (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 \$20,000.00
B	Net \$ change for previous Change Orders
C	Current contract amount (A + B) \$20,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease (\$20,000.00)
E	New contract amount (C + D) \$0.00
F	Percent of current contract value this Change Order represents (D / C) -100.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) -100.00%

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 ≥ \$2,500.00, or ≥ 10%, of current contract amount
 Funding Source _____

OTHER - explain below: _____

KT	8788	Jan 22, 2024	SA	8888	Jan 22, 2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	<i>SA</i>		Procurement Officer	Date <u>1/23/24</u>
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)		Date	



Informational

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

File #: 24-0540

Agenda Date: 2/6/2024

Agenda #: 9.A.



DUPAGE COUNTY PUBLIC DEFENDER

Jeffrey R. York, Chief Public Defender

January 11, 2024

Ms. Lucy Chang Evans
Chairwoman of the Judicial
Public Safety Committee
County Board Offices
421 N. County Farm Road
Wheaton, IL 60187

RE: Monthly Statistical Report

Dear Ms. Chang Evans:

Pursuant to 55 ILCS 5/3-4010, enclosed is a copy of the monthly report of services rendered by the Public Defender's Office through December 31, 2023.

Sincerely,

Signature on file

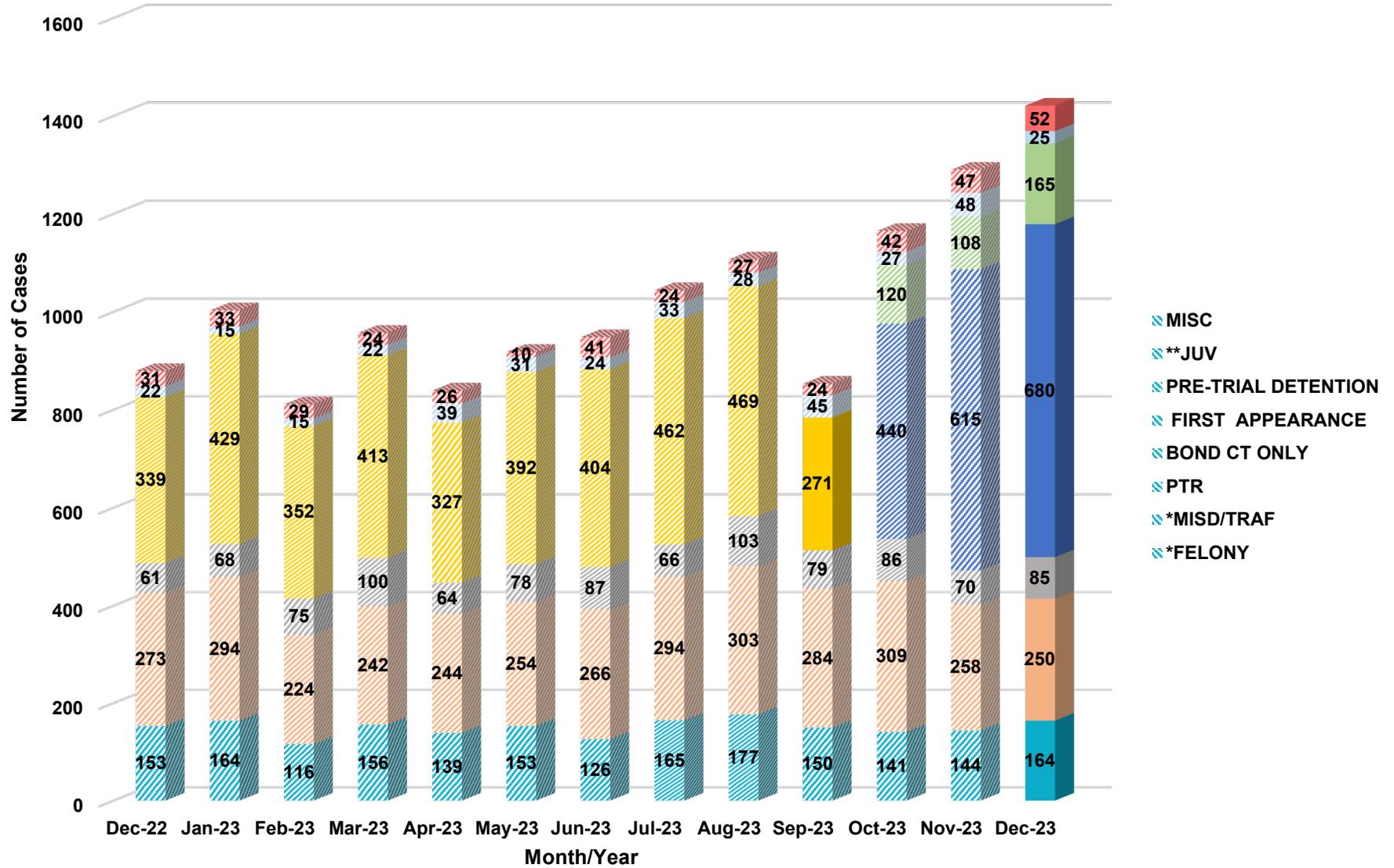
JEFFREY R. YORK
Public Defender of DuPage County

JRY/mb
encl.

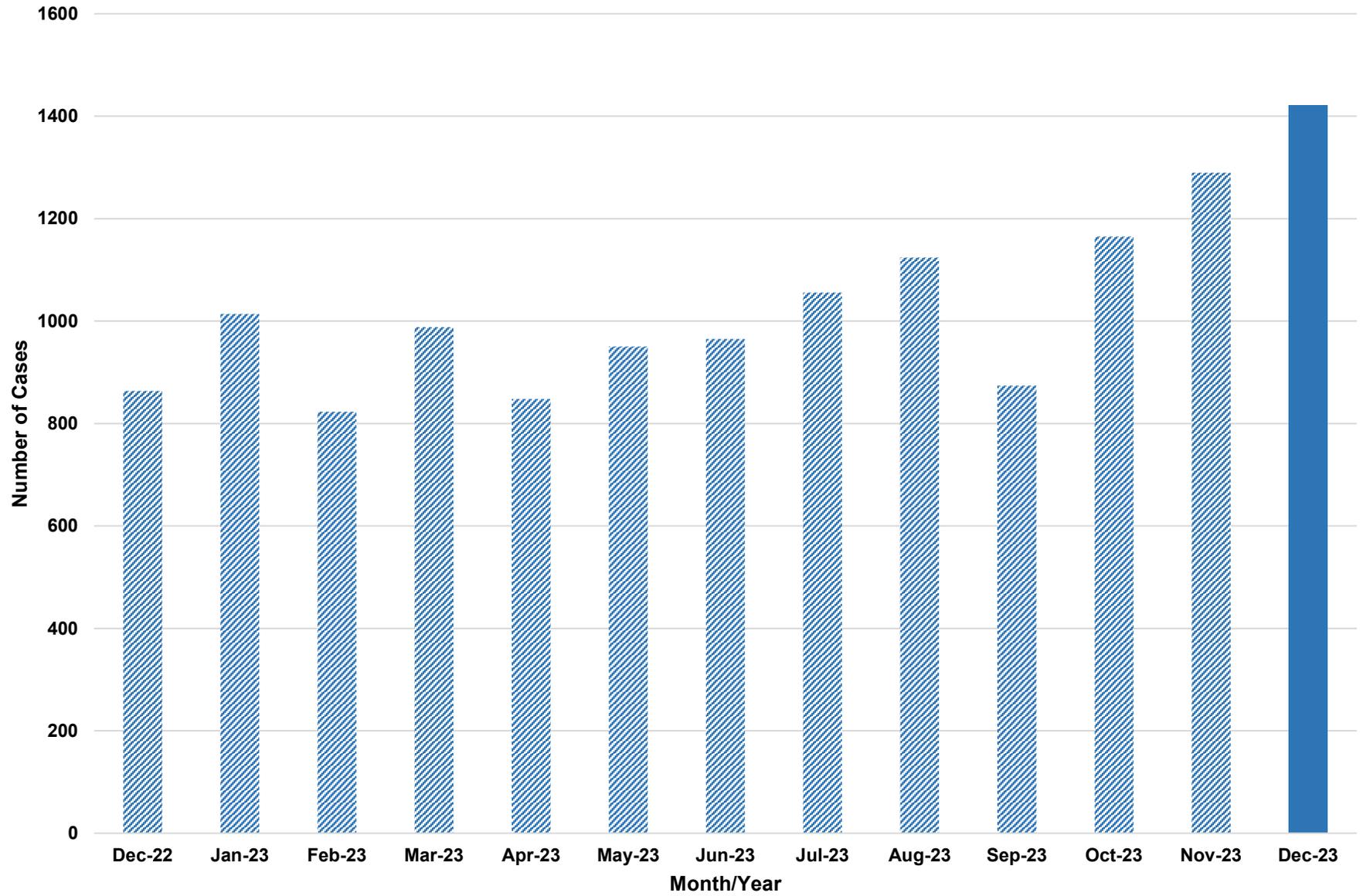
Public Defender's Office - New Case Appointments - December 2023

Case Type	Case Sub Type	Number of Cases
Criminal	Felony	164
Criminal	Misdemeanor	250
Juvenile Abuse and Neglect		6
Juvenile Delinquency		19
Mental Health & Miscellaneous		52
Pre-Trial First Appearance		680
Pre-Trial Detention		165
PTR	Felony/Misdemeanor	85
Total		1421

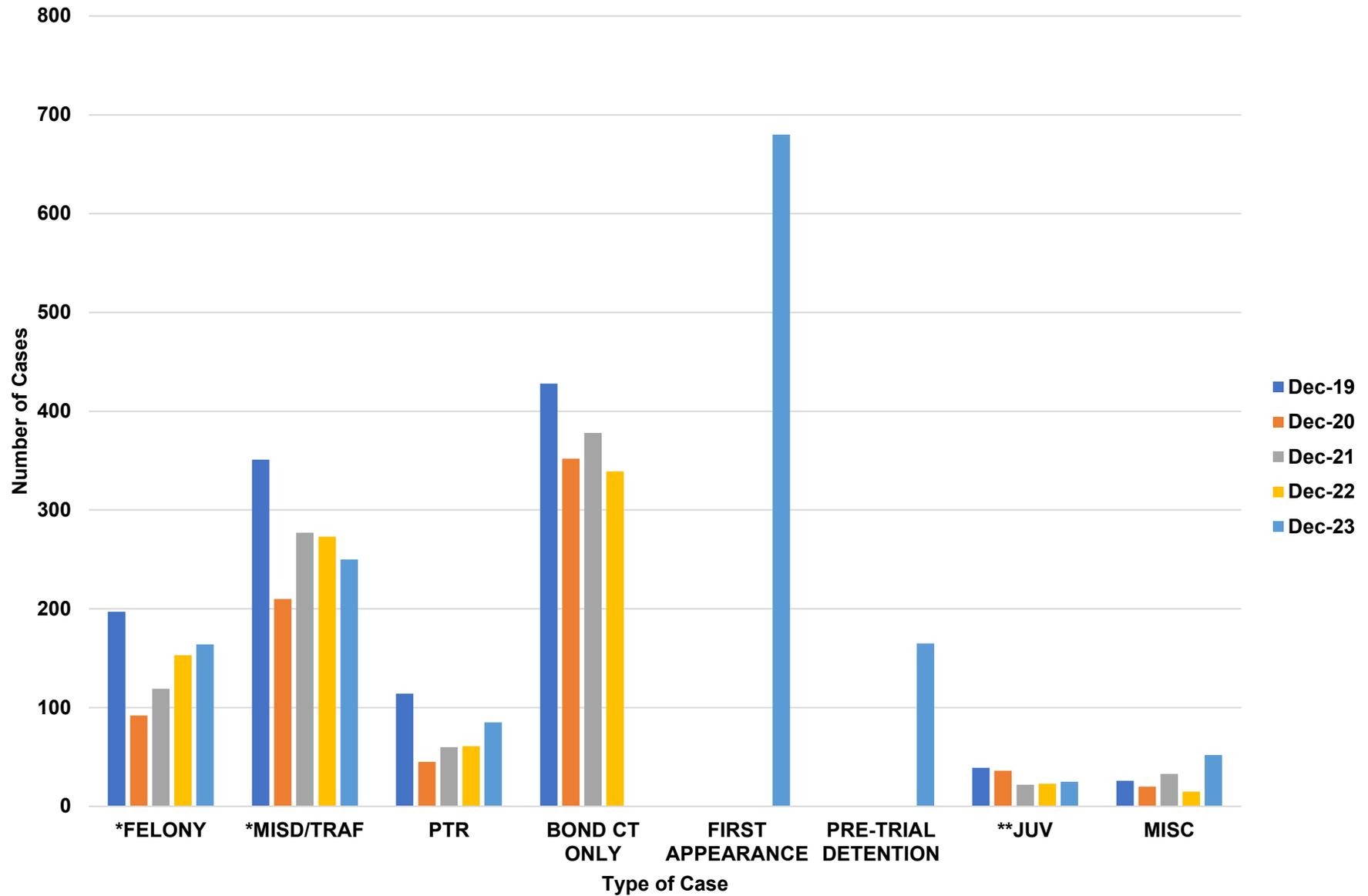
Public Defender's Office - New Appointments - By Category Stacked December 2022 - December 2023



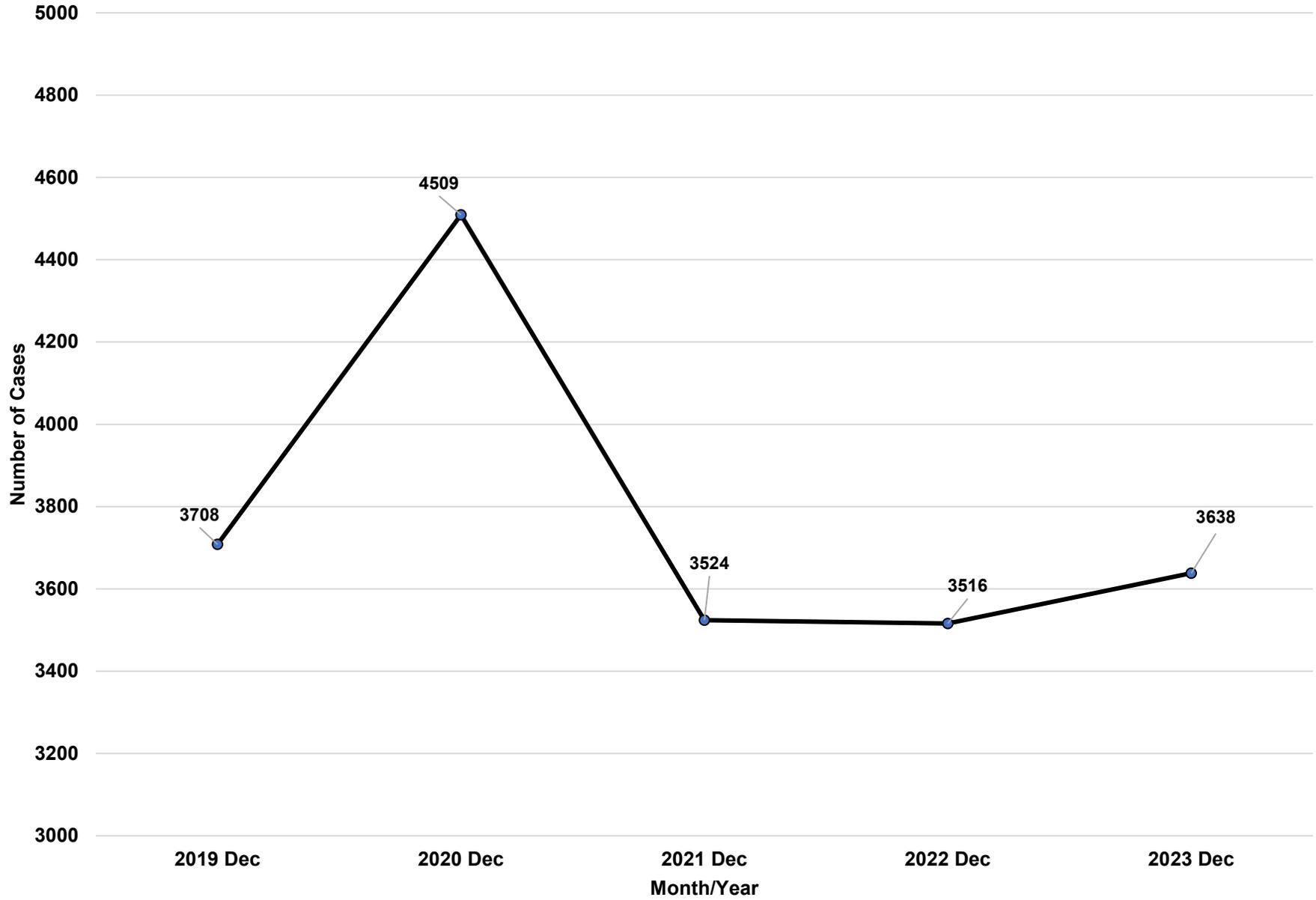
Public Defedender's Office - New Case Appointments December 2022 - December 2023



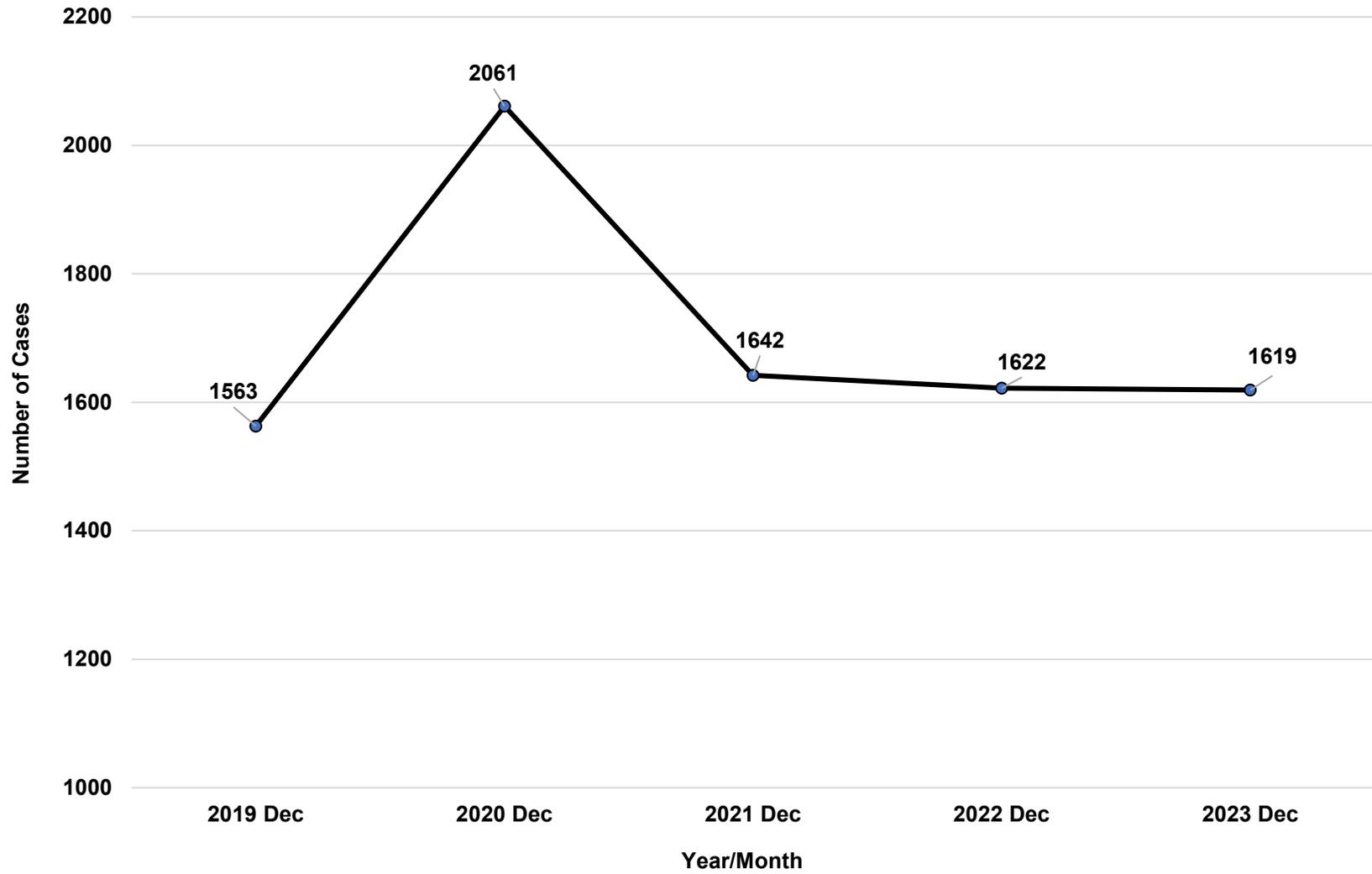
Public Defender's Office - New Case Appointment by Type December 2019 - December 2023



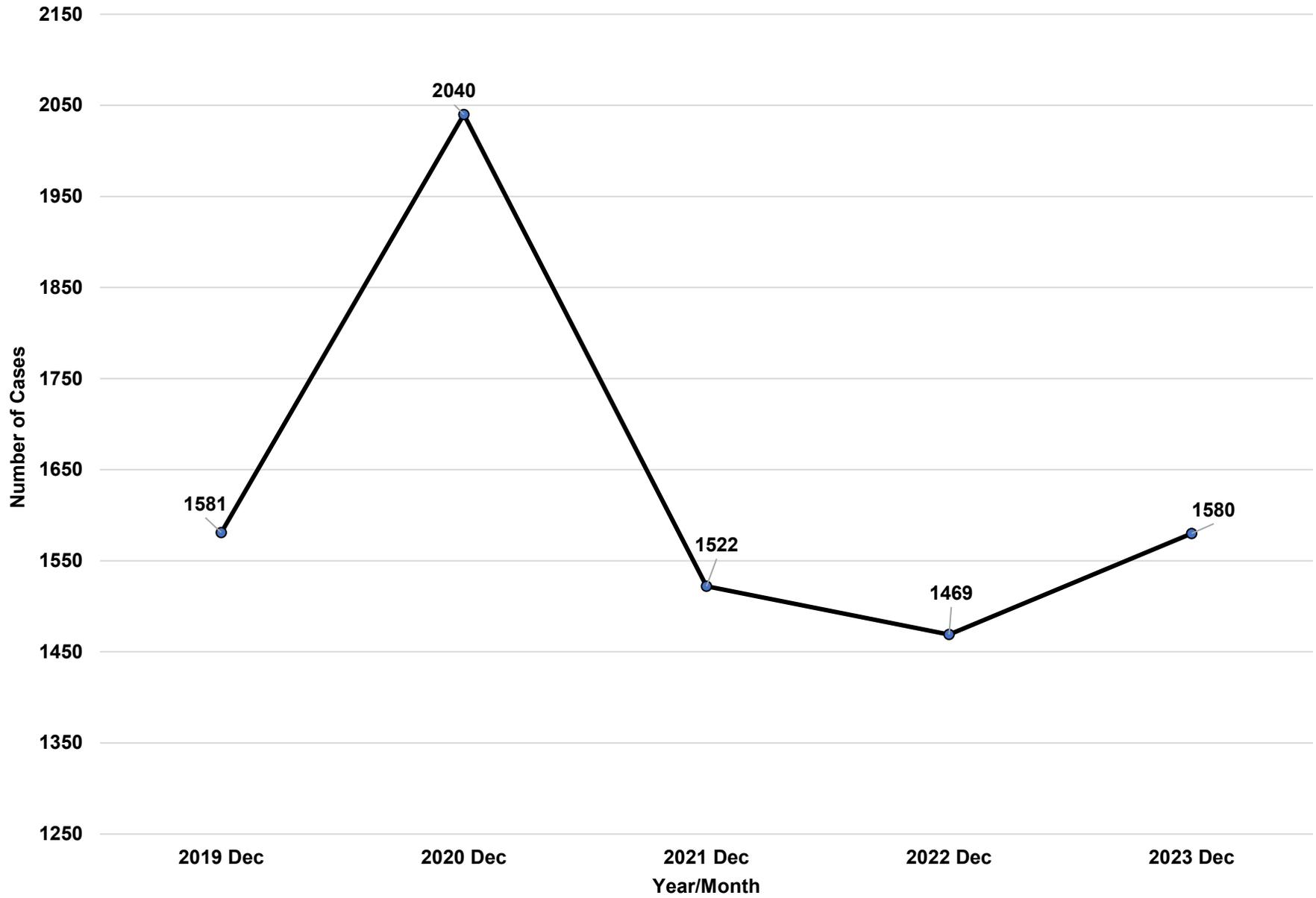
Public Defender - Attorney Active Files - December 2019 - December 2023



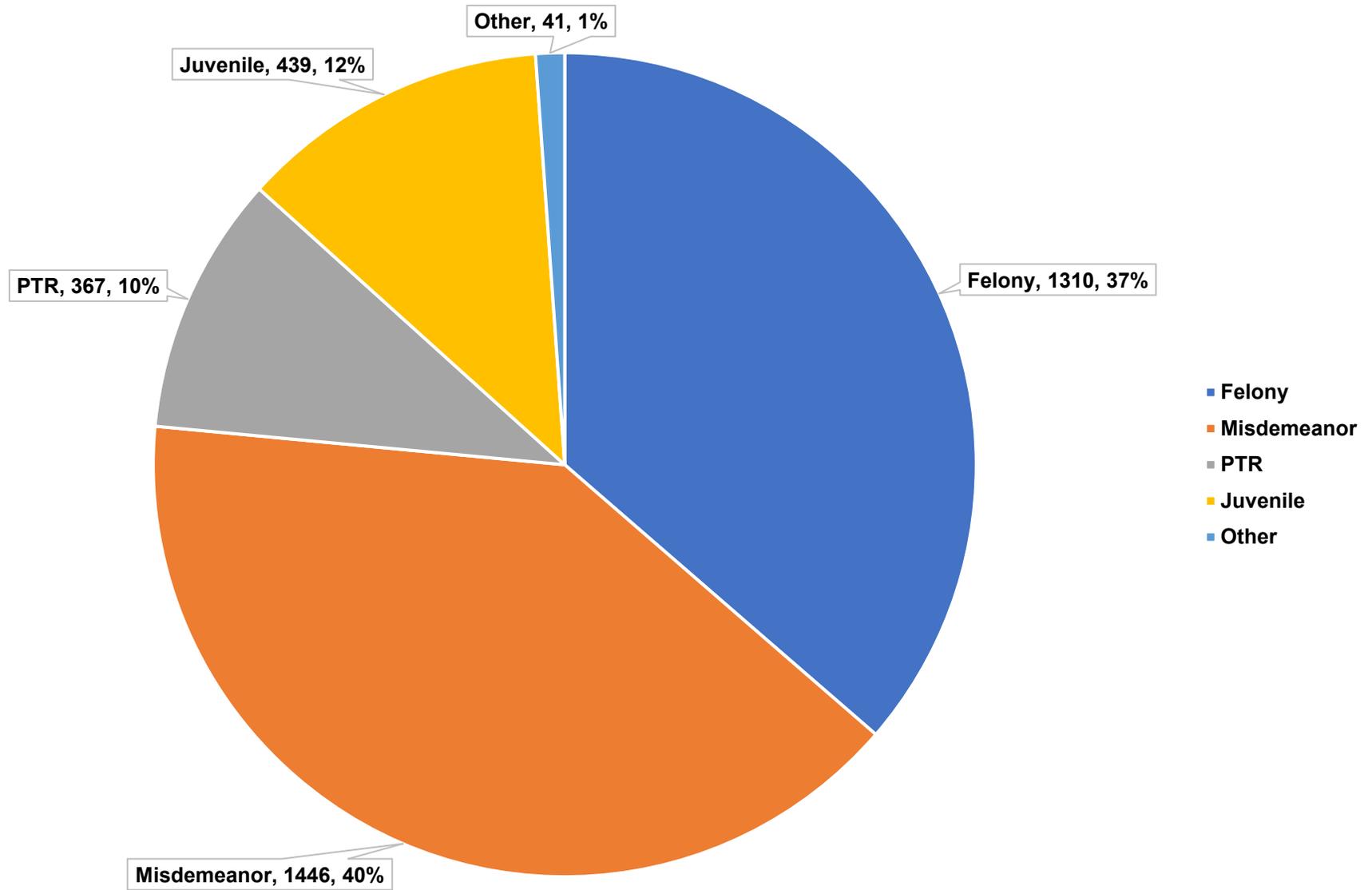
Felony Active Files - December 2019 - December 2023



Misdemeanor Active Files - December 2019 - December 2023



Public Defender's Office - December 2023 Open Cases by Category





Informational

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

File #: 24-0541

Agenda Date: 2/6/2024

Agenda #: 9.B.



**DUPAGE
COUNTY**

General
630-407-6900

Maintenance
630-407-6920

Permitting
630-407-6900

Trails/Paths
630-407-6900

DIVISION OF TRANSPORTATION

630-407-6900
Fax: 630-407-6901
dot@dupageco.org

www.dupageco.org/dot

MEMORANDUM

TO: Nick Kottmeyer, P.E., Chief Administrative Officer
Jeffrey Martynowicz, Chief Financial Officer
Signature on f

FROM: William C. Eidson, P.E. 
County Engineer/Acting Director of Transportation

DATE: January 17, 2024

RE: FY2022/FY2023/FY2024 Vehicle Replacements

Attached is a purchase requisitions for (3) three vehicle replacements for the DuPage County Sheriff's Office. To meet the operational needs of this department, these vehicles have been requisitioned pursuant to FI-O-0056-22 and DT-R-0306C-22 approved by the County Board on December 12, 2023. These vehicles have been locally sourced and are available to purchase. I am requesting your signature approval for the Division of Transportation to process this purchase order for the FY2022/FY2023/FY2024 vehicle replacements.

Signature on file

Approved _____ Date: 1/18/24
Jeffrey Martynowicz
Chief Financial Officer

Signature on file

Approved _____ Date: 1/18/24
Nick Kottmeyer, P.E.
Chief Administrative Officer

FY 2024 (Order in 2023)

Vehicle #	Make	Model	Department	Replacement Vehicle	Estimated Cost With SPC Discount	Estimated Cost Without SPC Discount
BZ-1	FORD	ESCAPE	Building Zoning	Escape	\$ 30,000.00	\$ 37,500.00
CH-14	FORD	E250	Convalescent Center	Transit	\$ 85,000.00	\$ 90,000.00
CH-13	FORD	E250	Convalescent Center	Transit	\$ 85,000.00	\$ 90,000.00
FM-12	FORD	E150	Facilities Mngmnt	Transit	\$ 48,500.00	\$ 60,500.00
FM-10	FORD	F150	Facilities Mngmnt	F-150	\$ 26,500.00	\$ 33,000.00
FM-33	FORD	F150	Facilities Mngmnt	F-150	\$ 26,500.00	\$ 33,000.00
GS-2	DODGE	GRANDCARAVAN	Gen Srvc/Mailroom	Escape	\$ 30,000.00	\$ 37,500.00
HS-4	DODGE	CARAVAN	Human Serv/Weatheriz	Escape	\$ 30,000.00	\$ 37,500.00
PR-7	CHEVROLET	IMPALA	Probation	Escape	\$ 30,000.00	\$ 37,500.00
PS-4	CHEVROLET	IMPALA	Probation Services	Escape	\$ 30,000.00	\$ 37,500.00
PS-3	CHEVROLET	IMPALA	Probation Services	Escape	\$ 30,000.00	\$ 37,500.00
SACC-518	CHEVROLET	IMPALA	SA Children's Center	Escape	\$ 30,000.00	\$ 37,500.00
SACC-515	CHEVROLET	IMPALA	SA Children's Center	Escape	\$ 30,000.00	\$ 37,500.00
S-10	FORD	EXPLORER	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-115	FORD	E350	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-151	FORD	EXPLORER	Sheriffs Office	Transit	\$ 48,500.00	\$ 60,500.00
S-322	GMC	ACADIA	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-333	GMC	ACADIA	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-20	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-52	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-8	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-64	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-37	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-69	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-56	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-89	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-84	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-46	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
SWM-25	FORD	ESCAPE	Stormwater	Escape	\$ 30,000.00	\$ 37,500.00

*2024 pricing is not available. Listed pricing is assuming vehicles are ordered in 2023 and estimating 10% cost increase from 2022 pricing and SPC discount is estimated at 20% off estimated list

FY 2022													
Estimated Cost	Vehicle	Year	Make	Model	Usage	Veh-Age	Projected-2021	Annual Average	Projected-2024	Projected-2023	Projected-2022	05-2020	06-2019
Coroners Office													
50,000.00	C-408	2009	Chevrolet	Malibu	Coroner	12	63,401	4,877	78,032	73,155	68,278	58,524	51,667
50,000.00	C-410	2008	Chevrolet	Impala	Coroner	13	48,785	3,485	59,238	55,754	52,269	45,300	40,801
States Attorney													
40,000.00	SA-501	2010	Ford	Fusion	States Attorney	11	103,383	8,615	129,229	120,614	111,999	94,768	79,448
40,000.00	SA-506	2009	Ford	Fusion	States Attorney	12	134,275	10,329	165,261	154,933	144,604	123,946	120,198
Campus Security													
50,000.00	CS-4	2009	Chevrolet	Malibu	Campus Security	12	74,906	5,762	92,192	86,430	80,668	69,144	55,370
Probation													
40,000.00	PR-5	2009	Chevrolet	Malibu	Probation	12	126,471	9,729	155,656	145,928	136,199	116,742	111,735
40,000.00	PR-6	2009	Chevrolet	Impala LT	Probation	12	119,568	9,198	147,160	137,963	128,765	110,370	109,394
40,000.00	PR-7	2010	Chevrolet	Impala	Probation	11	86,785	7,232	108,481	101,249	94,017	79,553	76,436
Facilities Management													
40,000.00	FM-7	2009	Ford	F-150	Facilities Man.	12	50,831	3,910	62,561	58,651	54,741	46,921	43,618
40,000.00	FM-9	2009	Ford	E-150	Facilities Man.	12	20,383	1,568	25,087	23,519	21,951	18,815	18,048
40,000.00	FM-35	2009	Ford	E-150	Facilities Man.	12	26,077	2,006	32,095	30,089	28,083	24,071	23,244
OHSEM													
40,000.00	EM-6	1997	Ford	E-350	OHSEM	24	126,124	5,045	141,259	136,214	131,169	121,079	119,631
Sheriffs Office													
50,000.00	S-5	2009	Ford	Expedition	Marked Squad	12	105,285	8,099	129,583	121,484	113,385	97,187	97,037
50,000.00	S-60	2009	Ford	Expedition	Marked Squad	12	85,629	6,587	105,389	98,803	92,216	79,042	70,856
50,000.00	S-81	2010	Ford	Explorer	Marked Squad	11	128,035	10,670	160,043	149,374	138,704	117,365	117,281
50,000.00	S-7	2009	Ford	Crown Victoria	Marked Squad	12	134,053	10,312	164,988	154,676	144,365	123,741	115,641
50,000.00	S-18	2013	Ford	Interceptor	Marked Squad	8	137,937	15,326	183,917	168,590	153,264	122,611	107,092
50,000.00	S-14	2013	Ford	Interceptor	Marked Squad	8	132,629	14,737	176,838	162,102	147,365	117,892	104,438
50,000.00	S-16	2013	Ford	Interceptor	Marked Squad	8	142,117	15,791	189,489	173,698	157,908	126,326	114,543
50,000.00	S-17	2013	Ford	Interceptor	Marked Squad	8	131,406	14,601	175,208	160,607	146,006	116,805	107,485
50,000.00	S-96	2009	Ford	Crown Victoria	Marked Squad	12	132,754	10,212	163,389	153,178	142,966	122,542	105,843
50,000.00	S-140	2008	Ford	Crown Victoria	Marked Squad	13	108,902	7,779	132,238	124,459	116,680	101,123	101,023
50,000.00	S-167	2009	Ford	Crown Victoria	Detectives	12	117,553	9,042	144,680	135,638	126,505	108,510	99,522
40,000.00	S-111	2004	Chevrolet	G3500 Express	SWAP - Marked	17	57,428	3,190	67,000	63,809	60,619	54,238	51,883
50,000.00	S-3	2009	Ford	Expedition	Marked Squad	12	115,131	8,856	141,700	132,844	123,988	106,275	95,286
50,000.00	S-58	2009	Ford	Expedition	Marked Squad	12	137,758	10,597	169,548	158,951	148,355	127,161	120,447
50,000.00	S-31	2009	Ford	Crown Victoria	Marked Squad	12	115,273	8,867	141,875	133,008	124,140	106,406	97,658
50,000.00	S-38	2009	Ford	Crown Victoria	Marked Squad	12	105,615	8,124	129,988	121,864	113,740	97,491	95,362
50,000.00	S-47	2009	Ford	Crown Victoria	Marked Squad	12	105,543	8,119	129,899	121,780	113,661	97,424	94,873
50,000.00	S-77	2009	Ford	Crown Victoria	Marked Squad	12	131,950	10,150	162,400	152,250	142,100	121,800	110,561

FY 2023

Exhibit A

Vehicle #	Make	Model	Department	Replacement Vehicle	Estimated Cost With SPC Discount	Estimated Cost Without SPC Discount
AC-8	FORD	E150	Animal Control	Transit	\$ 48,500.00	\$ 60,500.00
AC-7	FORD	E150	Animal Control	Transit	\$ 48,500.00	\$ 60,500.00
B2-6	FORD	ESCAPE	Building zoning	Escape	\$ 30,000.00	\$ 37,500.00
B2-11	FORD	ESCAPE	Building Zoning	Escape	\$ 30,000.00	\$ 37,500.00
CS-3	FORD	EXPLORER	Campus Security	Interceptor	\$ 45,500.00	\$ 57,000.00
H-42	FORD	F350	DOT	F350	\$ 61,000.00	\$ 76,000.00
H-46	FORD	F350	DOT	F350	\$ 61,000.00	\$ 76,000.00
H-106	FORD	F250	DOT	F250	\$ 56,000.00	\$ 71,000.00
H-113	FORD	F350	DOT	Explorer	\$ 45,500.00	\$ 57,000.00
H-123	FORD	F250	DOT (FY2022 carryover)	F350	\$ 61,000.00	\$ 76,000.00
H-129	FORD	F250	DOT (FY2022 carryover)	F350	\$ 61,000.00	\$ 76,000.00
IEC-2	CHEVROLET	2500EXPRESS	Election Comm	Transit	\$ 48,500.00	\$ 60,500.00
FM-47	FORD	F250	Facilities Mngmnt	F-150	\$ 26,500.00	\$ 33,000.00
FM-6	FORD	F150	Facilities Mngmnt	F-150	\$ 26,500.00	\$ 33,000.00
G-1	FORD	F350SD4X4XLT	Grounds Mntce	F-350	\$ 61,000.00	\$ 76,000.00
G-2	FORD	F350SD4X4XLT	Grounds Mntce	F-350	\$	\$
HS-3	FORD	EXPLORER	Human Serv/Weatheriz	Escape	\$ 30,000.00	\$ 37,500.00
PR-8	CHEVROLET	IMPALA	Probation	Escape	\$ 30,000.00	\$ 37,500.00
PR-2	FORD	FUSION	Probation	Escape	\$ 30,000.00	\$ 37,500.00
PR-1	FORD	FUSION	Probation	Escape	\$ 30,000.00	\$ 37,500.00
SACC-510	CHEVROLET	IMPALA	SA Children's Center	Escape	\$ 30,000.00	\$ 37,500.00
SACC-512	FORD	FUSION	SA Children's Center	Escape	\$ 30,000.00	\$ 37,500.00
S-113	FORD	F-350	Sheriffs Office	Transit	\$ 48,500.00	\$ 60,500.00
S-28	FORD	CROWN VICTORIA	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-24	FORD	EXPEDITION	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-12	FORD	CROWN VICTORIA	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-214	FORD	Explorer	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-65	FORD	EXPLORER	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-68	FORD	EXPLORER	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-73	FORD	EXPLORER	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-28	FORD	Explorer	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-303	Chevy	TRAVERSE	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-132	FORD	EXPEDITION	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-305	Ford	Escape	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-29	FORD	INTERCEPTOR	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
S-45	FORD	EXPLORER	Sheriffs Office	Interceptor	\$ 45,500.00	\$ 57,000.00
SA-517	FORD	FUSION	State's Attorney	Escape	\$ 30,000.00	\$ 37,500.00
SWM-3	FORD	EXPLORER	Stormwater	Escape	\$ 30,000.00	\$ 37,500.00

*2023 pricing is not available. Listed pricing is estimating 10% cost increase from 2022 pricing and SPC discount is estimated at 20% off estimated list



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: \$190,368.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE:	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$190,368.00
	CURRENT TERM TOTAL COST: \$190,368.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Haggerty Ford, Inc.	VENDOR #: 12084	DEPT: Sheriffs Office	DEPT CONTACT NAME: Ed Moore
VENDOR CONTACT:	VENDOR CONTACT PHONE: 630-231-3200	DEPT CONTACT PHONE #:	DEPT CONTACT EMAIL: ed.moore@dupagesheriff.onmicrosoft.com
VENDOR CONTACT EMAIL:	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). The DuPage County vehicle replacement policy requires that a vehicle be in service a minimum of 12 years or have a minimum of 150,000 miles, and/or must be assessed by a mechanic prior to being considered for replacement.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Each year as part of the budget process, the Division of Transportation will assess and recommend vehicles to be replaced for the upcoming fiscal year. Due to supply chain and reduced inventory, the County Board authorized the Division of Transportation to move forward with FY2023 through FY2026 vehicle replacement recommendations as soon as contract orders open. FY2022 replacement vehicles were previously requisitioned and ordered and then cancelled. DOT is purchasing comparable priced vehicles off dealers lot. Current PO's will be decreased/closed if applicable.			

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.
OTHER THAN LOWEST RESPONSIBLE BID	

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. The Division of Transportation chose Willowbrook Ford, Inc. in accordance with the DuPage County Procurement Ordinance - Section 2-355 - Circumstances not suitable for bid (extreme supply chain interruption) and DT-R-0306C-22. Available cooperatives are no longer accepting new vehicle orders. Haggerty Ford, Inc. has the vehicles available for immediate pick up and competitively priced.
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). 1. Award a contract to Haggerty Ford, Inc. This is the recommended option as Haggerty Ford, Inc. has provided pricing competitive to closed cooperatives and other area dealers.

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Haggerty Ford, Inc.	Vendor#: 12084	Dept: Division of Transportation	Division: Finance
Attn:	Email:	Attn: DOT Finance	Email: DOTFinance@dupagecounty.gov
Address: 330 East Roosevelt Road	City: West Chicago	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60185	State: IL	Zip: 60187
Phone: 630-231-3200	Fax:	Phone:	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: same	Vendor#:	Dept:	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): Jan 12, 2024	Contract End Date (PO25): Nov 30, 2024
Contract Administrator (PO25): Kathleen Black Curcio			

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/Activity Code	Unit Price	Extension
1	3	EA		SO - Transit Van	FY24	6000	1161	54120	4400	63,456.00	190,368.00
										Requisition Total	\$ 190,368.00

FY is required, assure the correct FY is selected.

Comments

HEADER COMMENTS	Provide comments for P020 and P025. (3) Ford Transit Vans for the DuPage County Sheriff's Office.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Vehicle Replacement Schedule (1) FY2022 - Transit (1) FY2023 - Transit (1) FY2024 - Transit
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Email copy of PO to DOTFinance@dupagecounty.gov and william.bell@dupagecounty.gov
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



File #: JPS-P-0008-24

Agenda Date: 2/6/2024

Agenda #: 10.A.

AWARDING RESOLUTION ISSUED
TO MONTERREY SECURITY CONSULTANTS FOR PHYSICAL
SECURITY SERVICES FOR THE COUNTY CAMPUS AND
THE HEALTH DEPARTMENT
(CONTRACT TOTAL AMOUNT: \$1,368,375)

WHEREAS, proposals have been taken and processed in accordance with County Board policy; and

WHEREAS, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to Monterrey Security Consultants, for physical security services for the County Campus and the Health Department, for the period of March 1, 2024 to February 28, 2025.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for physical security services for the County Campus and the Health Department, for the period of March 1, 2024 to February 28, 2025, be, and it is hereby approved for issuance of a County Contract by the Procurement Division to Monterrey Security Consultants, 2232 S. Blue Island Avenue, Chicago, Illinois 60608, for a contract total amount not to exceed \$1,368,375; per renewal option under RFP #22-115-OHSEM, first of three options to renew.

Enacted and approved this 13th day of February 2024, at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION			
<i>General Tracking</i>		<i>Contract Terms</i>	
MINUTETRAQ ID#: 24-0518	RFP, BID, QUOTE OR RENEWAL #: RFP 22-115-OHSEM	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$1,275,588.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 02/06/2024	PROMPT FOR RENEWAL: 6 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$4,051,576.20
	CURRENT TERM TOTAL COST: \$1,368,375.00	MAX LENGTH WITH ALL RENEWALS: THREE YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Monterrey Security Consultants	VENDOR #: 37860	DEPT: OHSEM/Security	DEPT CONTACT NAME: Keith J. Briggs
VENDOR CONTACT: Michael H. Boyle	VENDOR CONTACT PHONE: 773-565-0405	DEPT CONTACT PHONE #: 630-407-5225	DEPT CONTACT EMAIL: keith.briggs@dupagecounty.gov
VENDOR CONTACT EMAIL: mboyle@monterreysecurity.com	VENDOR WEBSITE: www.monterreysecurity.com	DEPT REQ #:	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Physical security service for the first of three options to renew for a twelve month period, for the Dupage County Campus to include the Health Department. The cost of the services for the first renewal term is \$1,368,375.00 per RFP 22-115-OHSEM.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished DuPage County has elected to contract security services for the County Campus and to include the Health Department. This decision streamlines services and potentially saves costs to the county. Therefore, a decision was made to distribute a Request for Proposal, RFP.			

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. RENEWAL
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Monterrey Security Consultants	Vendor#: 37860	Dept: OHSEM	Division: Security
Attn: Michael Boyle	Email: mboyle@monterreysecurity.com	Attn: Keith J. Briggs	Email: keith.briggs@dupagecounty.gov
Address: 2232 S. Blue Island Av	City: Chicago	Address: 421 N. County Farm Rd.	City: Wheaton
State: Illinois	Zip: 60608	State: Illinois	Zip: 60187
Phone: 773-565-0405	Fax: 773-843-0435	Phone: 630-407-5225	Fax: 630-407-5220
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Monterrey Security Consultants	Vendor#: 37860	Dept: OHSEM	Division: Security
Attn: Michael Boyle	Email: mboyle@monterreysecurity.com	Attn: Keith J. Briggs	Email: keith.briggs@dupagecounty.gov
Address: 2232 S. Blue Island Av	City: Chicago	Address: 421 N. County Farm Rd.	City: Wheaton
State: Illinois	Zip: 60608	State: Illinois	Zip: 60187
Phone: 773-565-0405	Fax: 773-843-0435	Phone: 630-407-5225	Fax: 630-407-5220
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Mar 1, 2024	Contract End Date (PO25): Feb 28, 2025
Contract Administrator (PO25): Keith Briggs			

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		Security Services	FY24	1000	1130	53809		1,026,281.25	1,026,281.25
2	1	EA		Security Services	FY25	1000	1130	53809		342,093.75	342,093.75
<i>FY is required, assure the correct FY is selected.</i>										Requisition Total	\$ 1,368,375.00

<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



AMENDMENT FOR CONTRACT RENEWAL

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Monterrey Security Consultants, Inc, located at 2232 S Blue Island Avenue, Chicago, IL 60608, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #22-115-OHSEM which became effective on 03/01/2023 and which will expire 02/28/2024. The contract is subject to a first of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature, and shall terminate on 02/28/2025.

The parties now agree to renew said agreement, upon the same terms as previously agreed to, as specified in the original contract.

CONTRACTOR



SIGNATURE

MICHAEL H. BOYLE

PRINTED NAME

GENERAL MANAGER

PRINTED TITLE

1/18/2024

DATE

THE COUNTY OF DUPAGE

SIGNATURE

Brian Rovik

PRINTED NAME

Buyer I

PRINTED TITLE

DATE



**THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
CAMPUS SECURITY 22-115-OHSEM
BID TABULATION**

√

Criteria	Available Points	MONTERREY SECURITY CONSULTANTS	ALLIED UNIVERSAL	ANDY FRAIN SERVICES	ST. MORITZ SECURITY SERVICES
Firm Qualifications	20	18.33	14.67	12.67	11.33
Key Qualifications	20	18.67	13.33	15.33	11.00
Project Understanding	40	33.33	29.33	22.33	16.00
Price	20	20.00	18.59	19.69	17.09
Total	100	90.33	75.93	70.03	55.43

Three (3) Year Pricing	\$ 3,941,576.20	\$ 4,240,013.20	\$ 4,003,097.80	\$ 4,611,579.56
Percentage of points	100%	93%	98%	85%
Points awarded (wtd against lowest price)	20.00	18.59	19.69	17.09

NOTES

Bid Opened On 12/16/2022, 2:30 PM CST by	NE, VC
Invitations Sent	30
Total Requesting Documents	3
Total Bid Responses Received	4

SECTION 8 - BID FORM PRICING

Vendors shall provide hourly rate for each service for all the proposed contract.

YEAR ONE					
NO.	CAMPUS SECURITY SERVICES	UOM	QTY	PRICE	EXTENDED PRICE
1	REGULAR HOURS PER WEEK	HR	47,000	\$ 26.33	\$ 1,237,510.00
2	HOLIDAY HOURS	HR	864	\$ 39.50	\$ 34,128.00
3	APPROXIMATE OVERTIME HOURS	HR	100	\$ 39.50	\$ 3,950.00
GRAND TOTAL					\$ 1,275,588.00

YEAR TWO					
NO.	CAMPUS SECURITY SERVICES	UOM	QTY	PRICE	EXTENDED PRICE
1	REGULAR HOURS PER WEEK	HR	47,000	\$ 27.11	\$ 1,274,170.00
2	HOLIDAY HOURS	HR	864	\$ 40.67	\$ 35,138.88
3	APPROXIMATE OVERTIME HOURS	HR	100	\$ 40.67	\$ 4,067.00
GRAND TOTAL					\$ 1,313,375.88

YEAR THREE					
NO.	CAMPUS SECURITY SERVICES	UOM	QTY	PRICE	EXTENDED PRICE
1	REGULAR HOURS PER WEEK	HR	47,000	\$ 27.92	\$ 1,312,240.00
2	HOLIDAY HOURS	HR	864	\$ 41.88	\$ 36,184.32
3	APPROXIMATE OVERTIME HOURS	HR	100	\$ 41.88	\$ 4,188.00
GRAND TOTAL					\$ 1,352,612.32

22-115-OHSEM

Pricing – Additional Offerings

Armed Off-Duty Law Enforcement

- Year One – \$64.76 per hour
- Year Two – \$66.51 per hour
- Year Three – \$67.86 per hour

**SECTION 9 - PROPOSAL FORM
CAMPUS SECURITY 22-115-OHSEM**
(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	MONTERREY SECURITY CONSULTANTS, INC
Main Business Address	2232 S BLUE ISLAND AVENUE
City, State, Zip Code	CHICAGO, IL 60608
Telephone Number	773-565-0405
Fax Number	773-843-0435
Proposal Contact Person	MICHAEL BOYLE
Email Address	MBOYLE@MONTERREYSECURITY.COM

The undersigned certifies that he is:

- the Owner/Sole Proprietor
 a Member of the Partnership
 an Officer of the Corporation
 a 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:

JUAN GAYTAN, JR
(President or Partner)

JUAN GAYTAN, JR
(Vice-President or Partner)

JUAN GAYTAN, JR
(Secretary or Partner)

JUAN GAYTAN, JR
(Treasurer or Partner)

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, _____, and _____ 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 outlined in attached documents for the amount stated.

X [Redacted Signature] PRESIDENT CORPORATE SEAL
(Signature and Title) (If available)

PROPOSAL MUST BE SIGNED FOR CONSIDERATION

Subscribed and sworn to before me this 13th day of December AD, 2022

[Redacted Signature]

My Commission Expires: 11/15/2025
(Notary Public)





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: _____

Bid/Contract/PO #: _____

Company Name: MONTERREY SECURITY CONSULTANTS, INC	Company Contact: MICHAEL H. BOYLE
Contact Phone: 773-565-0405	Contact Email: MBOYLE@MONTERREYSECURITY.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, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

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

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

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

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

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

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

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

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

http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/

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

Authorized Signature _____
 Printed Name MICHAEL H. BOYLE
 Title GENERAL MANAGER
 Date 1/18/2024

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