



DU PAGE COUNTY

Technology Committee

Final Regular Meeting Agenda

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

Tuesday, March 3, 2026

11:00 AM

Room 3500B

1. CALL TO ORDER

2. ROLL CALL

3. CHAIRWOMAN'S REMARKS - CHAIR COVERT

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES

5.A. [26-0819](#)

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, February 17, 2026

6. PROCUREMENT REQUISITIONS

6.A. [TE-P-0004-26](#)

Recommendation for the approval of a contract to Insight Public Sector, for the procurement of Okta Single Sign-On and Multifactor Authentication licensing, for Information Technology, for the period of April 30, 2026 through April 29, 2027, for a contract total amount of \$99,961.91. Contract pursuant to the Intergovernmental Cooperation Act (OMNIA Agreement #23-6692-03). This contract is subject to two optional one-year renewals.

7. TRAVEL REQUESTS

7.A. [26-0640](#)

Authorization for an IT staff member to attend the Zendesk Relate Conference in Denver, CO from May 18, 2026 through May 21, 2026. Travel to include hotel, mileage, per diem, etc. for an estimated total of \$3,035.

8. INFORMATIONAL ITEMS

8.A. [FI-P-0002-26](#)

Recommendation for the approval of a contract purchase order issued to CDW Government, to acquire various I.T. equipment, for the Election Commission, for the period of February 24, 2026 through November 30, 2026, for a contract total amount not to exceed \$129,396.16. Contract pursuant to the Intergovernmental Cooperation Act (Omnia Contract #2024056-01). Grant-funded. (County Clerk - Election Commission)

8.B. [FI-P-0004-26](#)

Recommendation for the approval of a contract purchase order issued to Diplex Technologies, Inc. d/b/a Global Point, for managed I.T. monitoring and support, for the Regional Office of Education, for the period of February 25, 2026 through February 24, 2027, for a contract total amount not to exceed \$55,000; per RFP #26-010-ROE. (Regional Office of Education)

8.C. [JPS-P-0015-26](#)

Recommendation for the approval of a contract purchase order to Zoho Corporation, to provide support for ManageEngine apps and licenses, for the Sheriff's Office, for the period of January 6, 2026 through January 5, 2027, for a contract total not to exceed \$40,630. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - sole authorized distributor.) (Sheriff's Office)

8.D. [26-0685](#)

Recommendation for the approval of a contract purchase order issued to Untethered Labs, Inc., for the purchase of the GateKeeper System, for the Sheriff's Office, for the period of February 4, 2026 through February 4, 2027, for a contract total amount not to exceed \$28,980. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - proprietary software.) (Sheriff's Office)

9. IT PROJECT UPDATES**10. OLD BUSINESS****11. NEW BUSINESS****12. ADJOURNMENT**



Minutes

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

File #: 26-0819

Agenda Date: 3/3/2026

Agenda #: 5.A.



DU PAGE COUNTY

Technology Committee

Final Summary

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

Tuesday, February 17, 2026

11:00 AM

Room 3500B

1. CALL TO ORDER

11:00 AM meeting was called to order by Chair Covert at 11:07 AM.

2. ROLL CALL

Conor McCarthy was present as a representative for Bob Berlin, State's Attorney.
Guillermo Franco was present as a representative for Liz Chaplin, County Recorder.
Chad Pierce was present as a representative for Jean Kaczmarek, County Clerk.
Eileen Roberts was present as a representative for Gwen Henry, County Treasurer.

PRESENT	Berlin, Chaplin, Childress, Covert, Eckhoff, Henry, Kaczmarek, Lukas, Martinez, White, and Yoo
ABSENT	Galassi

3. CHAIRWOMAN'S REMARKS - CHAIR COVERT

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [26-0622](#)

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, February 3, 2026

Attachments: [2026-02-03 Technology Minutes \(summary\).pdf](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Judith Lukas

6. BUDGET TRANSFERS

6.A. [26-0667](#)

Budget adjustment total amount of \$850: \$100 from 1100-2900-53800 (Printing) to 1100-2900-53800-0001 (Copier Usage) and \$750 from 1100-2900-54100 (IT Equipment) to 1100-2900-54100-0700 (IT Equipment - Capital Lease), to move funds from incorrectly budgeted lines for copier usage and lease in FY26.

Attachments: [Budget Transfer - \\$850.00 \(GIS - Toshiba\)](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Judith Lukas

6.B. [26-0711](#)

Budget adjustment total amount of \$96,384 from 1000-1110-52100 (I.T. Equipment - Small Value) to 1000-1110-54100 (I.T. Equipment), to cover FY25 invoice for Insight Public Sector PO #7956-1-SERV.

Attachments: [Budget Transfer - \\$96,384.00](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Judith Lukas

7. PROCUREMENT REQUISITIONS

7.A. [TE-CO-0002-26](#)

Amendment to purchase order 7399-0001 SERV, issued to Imaging Systems, Inc. d/b/a Integrated Document Technologies (IDT), for the annual Hyland and CAPSYS Software Assurance maintenance of imaging systems, for Supervisor of Assessments, Treasurer, Family Center, Coroner, and County Clerk, paid for by Information Technology, to increase the contract in the amount of \$28,000, resulting in an amended contract total amount not to exceed \$355,930.81.

Attachments: [IDT - 7399-1-SERV - Change Order #1](#)
[IDT - 7399-1-SERV - Change Order #1 - Contract](#)
[IDT - 7399-1-SERV - Change Order #1 - VED](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Yeena Yoo
SECONDER:	Michael Childress

7.B. [TE-P-0003-26](#)

Recommendation for the approval of a contract purchase order to Insight Public Sector, for the procurement of annual maintenance and support of Veritas Netbackup software, for Information Technology, for the period of March 18, 2026 through March 17, 2029, for a contract total amount of \$385,588.50. Contract pursuant to the Intergovernmental Cooperation Act (OMNIA Partners Contract #23-6692-03).

Attachments: [Insight \(Veritas Net Backup\) - PRCC](#)
[Insight \(Veritas Net Backup\) - Quote #0229117253](#)
[Insight \(Veritas Net Backup\) - Omnia Contract #23-6692-03](#)
[Insight \(Veritas Net Backup\) - VED](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Judith Lukas

7.C. [26-0617](#)

Recommendation for the approval of a contract purchase order to SiteImprove, Inc., for annual web governance services, for Information Technology, for the period of May 1, 2026 through April 30, 2027, for a contract total amount of \$19,558.75. Exempt from bidding per 55 ILCS 5/5-1022(d) - IT/Telecom purchases which do not exceed \$35,000.

Attachments: [SiteImprove - PRCC](#)
[SiteImprove - PO Request S00004418](#)
[SiteImprove - GSA Contract #GS-35F-036CA](#)
[SiteImprove - VED](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Judith Lukas

7.D. [26-0620](#)

Recommendation for the approval of a contract purchase order to SHI International Corp, for the procurement of NinjaOne Advanced licensing, for Information Technology, for the period of one (1) year upon approval, for a contract total of \$25,200. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract #121923-SHI).

Member Yoo asked what NinjaOne is. Discussion ensued.

Attachments: [SHI \(NinjaOne\) - PRCC.pdf](#)
[SHI \(NinjaOne\) - Quote #27096969](#)
[SHI \(NinjaOne\) - Sourcewell Contract #121923-SHI](#)
[SHI \(NinjaOne\) - VED](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Judith Lukas

7.E. [26-0624](#)

Recommendation for the approval of a contract purchase order to CDW Government, Inc., for the procurement of laptops, for Information Technology, for a total contract amount of \$19,278.40. Contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (Sourcewell Contract #121923-CDW).

Member Lukas asked how many laptops this cost covers, to which Mr. McPhearson responded 14.

Attachments: [CDW \(Finance Laptops\) - PRCC](#)
[CDW \(Finance Laptops\) - Quote #PSLF386](#)
[CDW - Sourcewell State of IL #R-257160](#)
[CDW \(Finance Laptops\) - VED](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Yeena Yoo

8. INFORMATIONAL ITEMS

8.A. [HS-P-0015-26](#)

Recommendation for the approval of a contract purchase order to Kronos, Inc., for time clocks for the DuPage Care Center, for the period February 25, 2026 through February 24, 2027, for a contract total amount not to exceed \$52,624. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - sole maintenance/upgrade provider.) (DuPage Care Center)

CIO Anthony McPhearson explained the reason for this procurement item. Discussion ensued.

Attachments: [Kronos, Inc., A UKG Company PRCC](#)
[Kronos, Inc., A UKG Company Sole source_IL_DuPage Care Center_20260202_Redacted.pdf](#)
[Kronos, Inc., A UKG Company pricing pages.pdf](#)
[Kronos, Inc., A UKG Company Vendor Ethics](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Michael Childress
SECONDER:	Yeena Yoo

8.B. [FI-P-0001-26](#)

Recommendation for the approval of a contract purchase order issued to Medici Land Governance, Inc., for a comprehensive land record management system, for the Recorder's Office, for the period of April 1, 2026 through November 30, 2029, for a contract total amount of \$899,900; per RFP #25-109-REC. (Recorder's Office)

Attachments: [Medici PRCC](#)
[Medici Technical Proposal](#)
[Medici Price Proposal](#)
[Medici Scorecard](#)
[Medici Proposal Form](#)
[Medici Vendor Ethics](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Michael Childress
SECONDER:	Yeena Yoo

9. OLD BUSINESS

No old business was discussed.

10. NEW BUSINESS

No new business was discussed.

11. ADJOURNMENT

With no further business, the meeting was adjourned.



Technology Requisition \$30,000 and Over

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

File #: TE-P-0004-26

Agenda Date: 3/3/2026

Agenda #: 6.A.

AWARDING RESOLUTION ISSUED TO
INSIGHT PUBLIC SECTOR
FOR OKTA SINGLE SIGN-ON AND
MULTIFACTOR AUTHENTICATION LICENSING
FOR INFORMATION TECHNOLOGY
(CONTRACT TOTAL AMOUNT \$99,961.91)

WHEREAS, the County of DuPage by virtue of its power set forth in the Counties Code (55 ILCS 5/1-1001 *et seq.*) is authorized to enter into this Agreement; and

WHEREAS, pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/2), the County is authorized to enter into a Joint Purchasing Agreement for Okta single sign-on and multifactor authentication licensing; and

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and the OMNIA Partners Cooperative Agreement #23-6692-03, the County of DuPage will contract with Insight Public Sector; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to Insight Public Sector, for Okta single sign-on and multifactor authentication licensing, for the period of April 30, 2026 through April 29, 2027, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for Okta single sign-on and multifactor authentication licensing, for the period of April 30, 2026 through April 29, 2027, for Information Technology, be, and it is hereby approved for issuance of a contract by the Procurement Division to Insight Public Sector, 2701 E. Insight Way, Chandler, AZ 85286, for a contract total amount not to exceed \$99,961.91, per contract pursuant to the OMNIA Partners Cooperative Agreement #23-6692-03. This contract is subject to two optional one-year renewals.

Enacted and approved this 10th day of March, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 26-0612	RFP, BID, QUOTE OR RENEWAL #: Quote #0229095951	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$99,961.91
COMMITTEE: TECHNOLOGY	TARGET COMMITTEE DATE: 03/03/2026	PROMPT FOR RENEWAL: 6 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$315,350.75
	CURRENT TERM TOTAL COST: \$99,961.91	MAX LENGTH WITH ALL RENEWALS: THREE YEARS	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Insight Public Sector	VENDOR #: 10809	DEPT: Information Technology	DEPT CONTACT NAME: Joe Hamlin
VENDOR CONTACT: Bob Erwin	VENDOR CONTACT PHONE: 480-366-7058	DEPT CONTACT PHONE #: 630-407-5063	DEPT CONTACT EMAIL: Joe.Hamlin@dupagecounty.gov
VENDOR CONTACT EMAIL: Bob.Erwin@insight.com	VENDOR WEBSITE: www.insight.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.). Purchase of Okta multi-factor authentication licensing, via OMNIA Partners Cooperative Agreement #23-6692-03. This is subject to two optional one-year renewals, per attached quote #0229095951 (FY27 - \$105,067.73; FY28 - \$110,321.11).			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This software is part of our security stack and helps keep accounts safe by providing multi-factor authentication methods.			

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. COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. We compared multiple COOP agreements (OMNIA, NASPO, State of IL) and OMNIA offered the best pricing.
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. Complete the purchase and keep OKTA operating and functioning. 2. Do nothing and leave the county authentication vulnerable.

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: Insight Public Sector Inc.	Vendor#: 10809	Dept: Information Technology	Division:
Attn: Bob Erwin	Email: Berwin@insight.com	Attn: Sarah Godzicki	Email: ITAP@dupagecounty.gov
Address: 2701 E. Insight Way	City: Chandler	Address: 421 N. County Farm Road	City: Wheaton
State: AZ	Zip: 85286	State: IL	Zip: 60187
Phone: 800-467-4448	Fax:	Phone: 630-407-5037	Fax: 630-407-5001
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same as Above	Vendor#:	Dept: Information Technology	Division:
Attn:	Email:	Attn: Joe Hamlin	Email: Joe.Hamlin@dupagecounty.gov
Address:	City:	Address: 421 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5000	Fax: 630-407-5001
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 30, 2026	Contract End Date (PO25): 04/29/2027

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	3000	EA	P000020-DPC	OKTA - Adaptive MFA	FY26	1000	1110	53807		17.39	52,170.00
2	3000	EA	P000052--DPC	OKTA - Single Sign on	FY26	1000	1110	53807		5.79	17,370.00
3	3000	EA	P000055-DPC	Universal Directory	FY26	1000	1110	53807		5.79	17,370.00
4	1	EA	P001048-DPC	OKTA-premier success plan	FY26	1000	1110	53807		13,051.90	13,051.90
5	1	EA	P000009-DPC	OKTA-Preview Sandbox	FY26	1000	1110	53807		0.01	0.01
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 99,961.91

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025. Pricing per OMNIA Partners Cooperative Agreement #23-6692-03. This is subject to two optional one-year renewals.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please send PO to Joe Hamlin & Sarah Godzicki and copy both when emailing PO to vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

Cobb County

Contract # 23-6692-03

for

Technology Product Solutions and Related Services

with

Insight Public Sector

Effective: May 1, 2023

Reference Number	
Reference Depart.	Purchasing Department

Master Agreement

Owner: Cobb County Board of Commissioners
100 Cherokee Street
Marietta, GA 30090

Contractor: Insight Public Sector, Inc.
2701 E. Insight Way
Chandler, AZ 85286

Description: **TECHNOLOGY PRODUCT SOLUTIONS AND RELATED SERVICES:** The undersigned parties understand and agree to comply with and be bound by the entire contents of **Sealed Bid #23-6692** ("the RFP") and the Contractor's Proposal submitted October 13, 2022, which is incorporated herein by reference.

OMNIA PARTNERS, PUBLIC SECTOR: Supplier agrees to extend Goods and/or Services to public agencies (state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit) ("Public Agencies") registered with OMNIA Partners, Public Sector ("Participating Public Agencies") under the terms of this agreement ("Master Agreement").

Governing Law: This Agreement shall be governed by the laws of the State of Georgia. As to any dispute hereunder, venue shall be in the Superior Court of Cobb County, Georgia.

Term: This Agreement shall begin on May 1, 2023, the Effective Date, for a period of thirty-six months, and shall automatically terminate and renew for two (2) additional twelve (12) month periods and shall terminate absolutely on April 30, 2028, unless earlier terminated as provided herein. Pursuant to O.C.G.A. § 36-60-13, this Agreement shall terminate absolutely and without further obligation on the part of the County at the close of the calendar year in which it was executed and at the close of each succeeding calendar for which it may be renewed. The Parties reserve the right to renew, amend or extend the Agreement for additional terms. Either party may terminate this Agreement for convenience and/or due to lack of funding at the end of each annual term.

Price: Prices for services and equipment, if applicable, as stated in the Contractor's proposal

Billing: For purchases made by Cobb County Government, all original invoices shall be submitted directly to the Cobb County Finance Department. Invoices shall bill only for items received during the period covered by the invoice and shall clearly identify such items in accordance with invoicing guidelines in the Sealed Bid Proposal. For purchases made by participating public agencies, the Contractor shall comply with each agency's invoicing and billing requirements outlined on the applicable order.

{SIGNATURES ON NEXT PAGE}

IN WITNESS, WHEREOF, this Agreement has been executed by Owner and accepted by Contractor to be effective as of the date first above written.



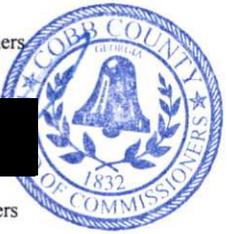
Cobb County... Expect the Best!

Cobb County Board of Commissioners
100 Cherokee Street
Marietta, GA 30090



Lisa N. Cupid, Chairwoman
Cobb County Board of Commissioners

5/5/23
Date



APPROVED
PER MINUTES OF
COBB COUNTY
BOARD OF COMMISSIONERS

3/14/23

Insight Public Sector, Inc.
2701 E. Insight Way
Chandler, AZ 85286



Authorized Signature
MESIDENT

Title
4/4/2023

Date

FEDERAL TAX ID NUMBER

36-3949000

Approved as to form



County Attorney's Office

April 25, 2023
Date

Account name: 10002733

DUPAGE COUNTY
 421 N COUNTY FARM RD
 WHEATON IL 60187-3978

SHIP-TO

DUPAGE COUNTY
 421 N COUNTY FARM RD
 WHEATON IL 60187-3978

We deliver according to the following terms:

Payment Terms : Net 90 days
Ship Via : Electronic Delivery
Terms of Delivery : FOB DESTINATION
Currency : USD

Quotation	
Quotation Number	: 0229095951
Document Date	: 10-JAN-2026
PO Number	:
PO Release	:
Sales Rep	: Bob Erwin
Email	: BOB.ERWIN@INSIGHT.COM
Phone	: +14803667058
Sales Rep 2	: Michael Bodopol
Email	: MICHAEL.BODOPOL@INSIGHT.COM
Phone	:

Material	Material Description	Quantity	Unit Price	Extended Price
P000020-DPC	OKTA IT PRODUCTS - ADAPTIVE MFA, USERS MONTH Coverage Dates: 30-APR-2026 - 29-APR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 20.99 Discount: 17.151%	3,000	17.39	52,170.00
P000052-DPC	OKTA IT PRODUCTS - SINGLE SIGN-ON, USERS MONTH Coverage Dates: 30-APR-2026 - 29-APR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 6.99 Discount: 17.167%	3,000	5.79	17,370.00
P000055-DPC	OKTA IT PRODUCTS - UNIVERSAL DIRECTORY, PER MONTH Coverage Dates: 30-APR-2026 - 29-APR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 6.99 Discount: 17.167%	3,000	5.79	17,370.00
P001048-DPC	OKTA - PREMIER SUCCESS PLAN - SILVER. 15% TOTAL ANNUAL LICENSE COST. Coverage Dates: 30-APR-2026 - 29-APR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 15332.99 Discount: 14.877%	1	13,051.90	13,051.90
P000009-DPC	Okta Preview Sandbox - subscription license - 1 license Coverage Dates: 30-APR-2026 - 29-APR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 0.99 Discount: 98.990%	1	0.01	0.01

Material	Material Description	Quantity	Unit Price	Extended Price
OPTION-YEAR-1-DPC	OKTA OPTION-YEAR-1 Coverage Dates: 30-APR-2027 - 29-APR-2028 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 123429.99 Discount: 14.877%	1	105,067.73	105,067.73
OPTION-YEAR-2-DPC	OKTA OPTION-YEAR-2 Coverage Dates: 30-APR-2028 - 29-APR-2029 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 129600.99 Discount: 14.876%	1	110,321.11	110,321.11
			Product Subtotal	315,350.75
			TAX	0.00
			Total	315,350.75

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Bob Erwin
 +14803667058
BOB.ERWIN@INSIGHT.COM

Michael Bodopol
MICHAEL.BODOPOL@INSIGHT.COM

To purchase under this contract, your agency must be registered with OMNIA Partners Public Sector.

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you are purchasing under an Insight Public Sector, Inc. contract vehicle, in which case, that agreement will govern.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.

Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

<https://www.insight.com/terms-and-policies>



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Insight Public Sector, Inc.
CONTACT PERSON:	Kyle George
CONTACT EMAIL:	kyle.george@insight.com

Section II: Procurement Ordinance Requirements

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 the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. 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.

Has the Bidder made contributions as described above?

- Yes
- No

If "Yes", complete the required information in the table below.

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.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

- Yes
- No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

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 and supplemental disclosure is required. The Bidder agrees 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 of the County's Ethics Ordinance is available at:

[Ethics | DuPage Co, IL](#)

The full text of the County's Procurement Ordinance is available at:

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Erica Falchetti Signature: **Signature on File** _____

Title: Director, Public Sector Date: 1/26/2026



Authorization to Travel

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

File #: 26-0640

Agenda Date: 3/3/2026

Agenda #: 7.A.



DuPage County Employee Overnight Business Travel Expense Reimbursement

Request

This expense form is used to request advance approval for County reimbursement of **overnight travel expenses**. Advance approval is required for County reimbursement for all overnight travel whether in-state or out-of-state. After travel is completed, a separate [Overnight Business Travel Report Form](#) must be completed and submitted to receive reimbursement for travel expenses.

Elected Officials subject to 50 ILCS 150/15 should not use this Overnight Business Travel Request Form. [Applicable form for Elected Officials subject to 50 ILCS 150/15.](#)

Do not use this form for travel that does not include an overnight stay. Advance approval is not required for travel that does not include an overnight stay.

Written documentation is not required for approval prior to travel. However, complete itemized documentation is required for reimbursement after travel.

Please review the [County's Business Travel Expense Policy](#) before completing this form.

The County's Business Travel Expense Policy : ["Yes"]

Employee Name: [REDACTED]

Employee Email Address: [REDACTED]

Department: Info [REDACTED] y

Supervisor Email: richard.burnson@dupagecounty.gov

Secondary Department Contact (Department Admin or Accounts Payable):
sarah.godzicki@dupagecounty.gov

Description of the Requested Business Travel

Event or Conference: [REDACTED] Relate 2026

Event Location (City/State): [REDACTED]

Description of conference or other events including County business purpose: Zendesk Relate 2026 is the flagship annual conference hosted by Zendesk, bringing together customer experience (CX), IT, service operations, and support professionals from across industries to explore the future of customer engagement and service delivery.

Start date of conference, training or other out of town event: 05-18-2026

End date of conference, training or other out of town event: 05-20-2026

Departure travel date: 05-18-2026

Return travel date: 05-21-2026

If travel dates extend before or after the dates related to the purpose of travel, explain why the additional travel days are necessary: It extends afterwards because per the information on their website: (see below) "We recommend booking your flight home for Thursday, May 21. since programming runs through Wednesday evening." https://www.zendeskrelate.com/event/1ce444c1-4c9b-4b1f-9f54-5e85d97d6a75/faqs?utm_campaign=EVCONF_Email_5a_Ali_EN_NA_2026Q1&utm_medium=zendesk_email&utm_source=marketo

Estimate of [REDACTED] requested business travel

Budget Account Code: 53510

Registration fees for conference, training or event: \$1195

Form of Payment: Employee reimbursement

Estimated transportation cost to and from location: \$800

Describe methods of transportation to and from location: 100 estimated uber cost 700 estimated plane cost

Rental Vehicle request:

Provide estimated rental cost:

Describe reason(s) for vehicle rental:

Business Travel Expense Policy Supplemental Insurance:

Total Estimated Lodging Costs: \$780

Description of lodging needs, including number of nights and cost per night: Avg cost per night \$260 for 3 nights

Meal Per Diem Policy

See **Business Travel Expense Policy Section 6.0** regarding meal per diems. Individual meals, **including room service**, are not reimbursable and meal receipts are not required or accepted. Tips are included in the per diem and are not reimbursable. Per diems are paid at 100% of applicable GSA CONUS rates for non-travel days and at 75% of applicable GSA CONUS rates for the travel day at the beginning of the trip and the travel day for returning from the trip.

See the per diem rates at <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Estimate Total Per Diem expenses: \$260

Estimate such additional expenses: \$0

Describe expected [REDACTED] expenses:

Estimated total cost of the [REDACTED] travel request: \$3035

Confirmation and Submission

By typing my name below, the employee submitting this request certifies that the information provided herein accurately describes the proposed business travel and the requested travel expenses are my best estimate of the costs and expenses related to that travel. I understand that this request requires advance approval by my Department Head and the Parent Committee Chair (if the total is not more than \$2,500) or the Parent Committee (if the total is more than \$2,500).

Employee Name: [REDACTED]

Instructions for Immediate Supervisor other than Department Head

Please review this Overnight Business Travel Request Form. If you approve the requested travel, please forward the form by email to the Department Head and indicate your approval.

Instructions for Department Head

Please review this Overnight Business Travel Request Form. If you approve the requested travel, please print this form, sign below, and forward to the Chair of the relevant Parent Committee.

Instructions for Parent Committee Chair

Please review this Overnight Business Travel Request Form. If \$2,500 or less, and you approve the requested travel, please print this form, sign below, scan, and return via email to the Department Head. If more than

\$2,500, place this item on the agenda of the relevant Parent Committee. After approval by the Parent Committee, please print this form, sign below, scan, and return via email to the Department Head.

REVIEWED BY AND DATE APPROVED:

Department Head: Signature on File

Date: 02/05/2026

Committee Chair: _____

Date: _____

If the request is over \$2,500 the Committee Chair certifies that the travel was approved by a majority vote at a scheduled meeting of the Parent Committee

Committee Name: Technology Committee

Meeting Date: 03/03/2026



Finance Requisition \$30,000 and Over

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

File #: FI-P-0002-26

Agenda Date: 2/24/2026

Agenda #: 8.A.

AWARDING RESOLUTION ISSUED TO
CDW GOVERNMENT
FOR VARIOUS I.T. EQUIPMENT
FOR THE COUNTY CLERK - ELECTION COMMISSION
(CONTRACT TOTAL AMOUNT \$129,396.16)

WHEREAS, the County of DuPage by virtue of its power set forth in the Counties Code (55 ILCS 5/1-1001 *et seq.*) is authorized to enter into this Agreement; and

WHEREAS, pursuant to the Intergovernmental Cooperation Act, the County is authorized to purchase various I.T. equipment; and

WHEREAS, pursuant to the Intergovernmental Cooperation Act agreement between the County of DuPage and Omnia City of Mesa Contract #2024056-01, the County of DuPage will contract with CDW Government; and

WHEREAS, the Finance Committee recommends County Board approval for the issuance of a contract to CDW Government, for various I.T. equipment, for the period of February 24, 2026 through November 30, 2026, for the County Clerk - Election Commission.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for various I.T. equipment, for the period of February 24, 2026 through November 30, 2026, for the County Clerk - Election Commission, be, and it is hereby approved for issuance of a contract by the Procurement Division to CDW Government, 75 Remittance Drive, Suite 1515, Chicago, IL 60675-1515, for a contract total amount not to exceed \$129,396.16, pursuant to the Omnia City of Mesa Contract #2024056-01. (Grant-funded)

Enacted and approved 24th day of February, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION			
<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: FI-P-0002-26	RFP, BID, QUOTE OR RENEWAL #: CDW Quote #1CJNBDV	INITIAL TERM WITH RENEWALS: 1 YR + 1 X 1 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$129,396.16
COMMITTEE: FINANCE	TARGET COMMITTEE DATE: 02/24/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$129,396.16
	CURRENT TERM TOTAL COST: \$129,396.16	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: CDW Government	VENDOR #: 10667	DEPT: Information Technology	DEPT CONTACT NAME: Shanita Thompson
VENDOR CONTACT: Thomas Sanders	VENDOR CONTACT PHONE: 877-673-2173	DEPT CONTACT PHONE #: 630-407-5023	DEPT CONTACT EMAIL: shanita.thompson@dupagecounty.c gov
VENDOR CONTACT EMAIL: thomas.sanders@cdwg.com	VENDOR WEBSITE: cdwg.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.). Request to acquire new equipment for Election Commission that meets current operational, performance, and security standards to ensure continuity of services, improve reliability, and reduce maintenance risks associated with aging assets. Per OMNIA City of Mesa Contract #2024056-01 - GOV (2024056-01)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This will replace obsolete units that are no longer supported by warranty, experience frequent failures, or no longer meet current business or technical requirements.			

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.
COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING	

SECTION 3: DECISION MEMO	
SOURCE SELECTION	Describe method used to select source. OMNIA City of Mesa Contract #2024056-01 - GOV (2024056-01) contract
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) Do not purchase laptops, leaving Election Commission Staff with devices that do not meet the necessary performance requirements. 2) Approve the purchase to ensure secure system reliability, efficiency, and timely processing.

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: CDW Government	Vendor#: 10667	Dept: DuPage County Clerk	Division: Election Commission
Attn: Thomas Sanders	Email: thomas.sanders@cdwg.com	Attn: Scott MacKay	Email: scott.mackay@dupagecounty.gov
Address: 75 Remittance Drive, Suite 1515	City: Chicago	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60675-1515	State: IL	Zip: 60187
Phone: 312-547-2410	Fax:	Phone: 630-407-5627	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: CDW Government	Vendor#: 10667	Dept: Information Technology	Division:
Attn: Thomas Sanders	Email: Thomas.Sanders@cdwg.com	Attn: Shanita Thompson	Email: shanita.thompson@dupagecounty.gov
Address: 75 Remittance Drive, Suite 1515	City: Chicago	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60675-1515	State: IL	Zip: 60187
Phone: 312-547-2410	Fax:	Phone: 630-407-5023	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): 02/24/2026	Contract End Date (PO25): 11/30/2026

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	50	EA	Mfg. Part#: 5TW10AA#AB A Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	HP USB-C Dock G5 Business Docking Station Black	FY26	5000	4250	54100	IVRS2026	199.69	9,984.50
2	20	EA	Mfg. Part#: B11B261202 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Epson DS-530 II - document scanner - desktop - USB 3.0	FY26	5000	4250	54100	IVRS2026	383.04	7,660.80
3	25	EA	Mfg. Part#: 2112552 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Dymo LabelWriter 550 - label printer - B W - direct thermal	FY26	5000	4250	54100	IVRS2026	139.46	3,486.50
4	50	EA	Mfg. Part#: 920-009782 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Logitech MK295 Silent - keyboard and mouse set - graphite	FY26	5000	4250	54100	IVRS2026	33.57	1,678.50
5	50	EA	Mfg. Part#: DP- H-TM UNSPSC: 26121604 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Link 10" DisplayPort (M) to HDMI (F) Video Adapter	FY26	5000	4250	54100	IVRS2026	16.09	804.50
6	50	EA	Mfg. Part#: BG6K8UT#ABA Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	HP EliteBook 8 G1i 16" Notebook - WUXGA - 60 Hz - Intel Core Ultra 7 255U -	FY26	5000	4250	54100	IVRS2026	2,032.64	101,632.00
7	50	EA	Mfg. Part#: U4395E UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	HP Care Pack Services Pickup and Return Service - 3 Years	FY26	5000	4250	54100	IVRS2026	77.70	3,885.00
8	3	EA	Mfg. Part#: BE600M1 UNSPSC: 26111701 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	APC Back-UPS 600VA 7-Outlet 1-USB Battery Back-Up and Surge Protector	FY26	5000	4250	54100	IVRS2026	88.12	264.36
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 129,396.16

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please make sure that Scott MacKay, Sarah Godzicki, and Shanita Thompson are in the emails to the vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

City of Mesa

Contract # 2024056-01

for

Information Technology Solutions Products and Services

with

CDW Government LLC

Effective: July 2, 2024

The following documents comprise the executed contract between the City of Mesa, and CDW Government effective July 2, 2024:

- I. City of Mesa/CDW-G Signed Contract
- II. Supplier's Response to the RFP, incorporated by reference
 - a. OMNIA Partners



AGREEMENT PURSUANT TO SOLICITATION

**CITY OF MESA AGREEMENT NUMBER 2024056
INFORMATION TECHNOLOGY SOLUTIONS PRODUCTS AND SERVICES**

CITY OF MESA, Arizona (“City”)

Department Name	City of Mesa – Purchasing Division
Mailing Address	P.O. Box 1466 Mesa, AZ 85211-1466
Delivery Address	20 East Main St, Suite 450 Mesa, AZ 85201
Attention	Ted Stallings Procurement Officer II
E-Mail	Ted.Stallings@MesaAZ.org
Phone	(480) 644-2815

With a copy to: City of Mesa – Department of Innovation and Technology
Attn: Suzanne Alberts

AND

CDW GOVERNMENT, LLC, (“Contractor”)

Mailing Address	230 North Milwaukee Avenue Vernon Hills, IL 60061
Remit to Address	75 Remittance Drive, Suite 1515 Chicago, IL 60675
Attention	Emily Nye
E-Mail	emily.nye@cdwg.com
Phone	973-714-0711
Attention	Chris Andreson
E-Mail	chrande@cdgw.com
Phone	847-371-7149

CITY OF MESA AGREEMENT PURSUANT TO SOLICITATION

This Agreement pursuant to Solicitation ("Agreement") is entered into this 5th day of July, 2024, by and between the City of Mesa, Arizona, an Arizona municipal corporation ("City"), and CompanyName, a(n) State corporation/company/natural person ("Contractor"). The City and Contractor are each a "Party" to the Agreement or together are "Parties" to the Agreement.

RECITALS

- A. The City issued Solicitation number **2024056** ("Solicitation") for **INFORMATION TECHNOLOGY SOLUTIONS PRODUCTS AND SERVICES**, to which Contractor provided a response ("Response"); and
- B. The City Selected Contractor's Response as being in the best interest of the City and wishes to engage Contractor in providing the services/materials described in the Solicitation and Response.

In consideration of the reciprocal promises contained in the Agreement, and for other valuable and good consideration, which the Parties acknowledge the receipt and sufficiency of, the Parties agree to the following Terms & Conditions.

TERMS & CONDITIONS

1. **Term**. This Agreement is for a term beginning on **July 2, 2024** and ending on **July 1, 2028**. The use of the word "Term" in the Agreement includes the aforementioned period as well as any applicable extensions or renewals in accordance with this Section 1.
 - 1.1 **Renewals**. On the mutual written agreement of the Parties, the Term may be renewed up to a maximum of six (6) years. Any renewal(s) will be a continuation of the same terms and conditions as in effect immediately before the expiration of the then-current term.
 - 1.2 **Extension for Procurement Processes**. Upon the expiration of the Term of this Agreement, including any renewals permitted herein, at the City's sole discretion, this Agreement may be extended on a month-to-month basis for a maximum of six (6) months to allow for the City's procurement processes in the selection of a Contractor to provide the services/materials provided under this Agreement. The City will notify the Contractor in writing of its intent to extend the Agreement at least thirty (30) calendar days before the expiration of the Term. Any extension under this Subsection 1.2 will be a continuation of the same terms and conditions as in effect immediately prior to the expiration of the then-current term.
 - 1.3 **Delivery**. Delivery shall be made to the location(s) contained in the Scope of Work within thirty (30) days after receipt of an order. Title to Products and risk of loss or damage during shipment pass from Contractor to City upon delivery to the destination specified on the applicable purchase order (F.O.B. Destination, freight prepaid and allowed). Contractor agrees to deliver all products to be delivered F.O.B. destination, freight pre-paid and allowed to various locations throughout the City. In many cases within the City, the Contractor may be asked to deliver all products to the front counter within a given department. For special orders, the Parties agree to negotiate in good faith an alternative delivery date when necessary. Notwithstanding the foregoing, title to software will remain with the applicable licensor(s), and the City's rights therein are contained in the license agreement between such licensor(s) and the City.
2. **Scope of Work**. The Contractor will provide the necessary staff, services and associated resources to provide the City with the services, materials, and obligations attached to this Agreement as **Exhibit A** ("Scope of Work") Contractor will be responsible for all costs and expenses incurred by Contractor that are incident to the performance of the Scope of Work unless otherwise stated in **Exhibit A**. Contractor will supply all equipment and instrumentalities necessary to perform the Scope of Work. If set forth in **Exhibit A**, the City will provide Contractor's personnel with adequate workspace and such other related

facilities as may be required by Contractor to carry out the Scope of Work.

The Agreement is based on the Solicitation and Response which are hereby incorporated by reference into the Agreement as if written out and included herein. In addition to the requirements specifically set forth in the Scope of Work, the Parties acknowledge and agree that the Parties shall perform in accordance with all terms, conditions, specifications and other requirements set forth within the Solicitation and Response unless modified herein.

3. **Orders.** Orders must be placed with the Contractor by either a: (i) Purchase Order when for a one- time purchase; (ii) procurement card; (iii) Delivery Order or Blanket Purchase Order for a requirements contract where multiple as-needed orders will be placed with the Contractor; (iv) Executed Statement of Work (SOW); or (v) Executed Cloud Service Order (CSO) Form. The City may use the Internet to communicate with Contractor and to place orders as permitted under this Agreement. Unless explicitly stated in a separate writing executed by the Parties, the terms and conditions on any order form, quote, or similar document provided by Contractor to the City will not take precedence over the language set forth in this Agreement or any of the documents outlined in Section 4 below.
4. **Document Order of Precedence.** In the event of any inconsistency between the terms of the body of the Agreement, Exhibits, Solicitation, and Response, the language of the documents will control in the following order.
 - a. Amendments to the Agreement
 - b. Agreement
 - c. Exhibits
 1. Mesa Standard Terms & Conditions (Exhibit C)
 2. Pricing (Exhibit B)
 3. Scope of Work (Exhibit A)
 4. Other Exhibits not listed above
 - d. Solicitation including any addenda
 - e. Contractor's Response
5. **Payment.** Subject to the provisions of the Agreement, the City will pay Contractor the sum(s) described in **Exhibit B ("Pricing")** in consideration of Contractor's performance of the Scope of Work during the Term.
6. **Pricing.** Contractor's pricing shall be in the format of a minimum percentage discount off a verifiable price index. Contractor may submit discounts for various manufacturers. At the time of purchase, Contractor may offer deeper discounts beyond the discounted price list, based on volume or other factors, as applicable. Minimum discounts will remain firm during the entirety of the Term of the Agreement, unless the Contractor requests to increase its discount percentage, and Pricing will include all charges that may be incurred in fulfilling requirement(s). In addition to decreasing prices for the balance of the Term due to a change in market conditions, a Contractor may conduct sales promotions involving price reductions for a specified lesser period. In the event a product is discontinued, Contractor will provide a product of the same or greater functionality, utilizing the discount structure.

No price modifications will be accepted without proper request by the Contractor and response by the City's Purchasing Division.

- 6.1 **Price Adjustment.** Any requests for reasonable price adjustments must be submitted in accordance with this Section. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. There is no guarantee the City will accept a price adjustment; therefore, Contractor should be prepared for the Pricing to be firm over the Term of the Agreement. The City is only willing to entertain price adjustments based on an increase to Contractor's actual expenses or other reasonable adjustment in providing the services/materials under the Agreement. If the City agrees to the adjusted price terms, the City shall issue written approval of the change.

During the sixty (60) day period prior to the expiration of the then-current term date of the Agreement, the Contractor may submit a written request to the City to allow an increase to the prices in an amount not to exceed the twelve (12) month change in the **Consumer Price Index for All Urban Consumers** (CPI-U), US City Average, All Items, Not Seasonally Adjusted as published by the U.S. Department of Labor, Bureau of Labor Statistics (<http://www.bls.gov/cpi/home.htm>). The City shall review the request for adjustment and respond in writing; such response and approval shall not be unreasonably withheld.

- 6.2 **Renewal and Extension Pricing.** Any extension of the Agreement will be at the same pricing as the initial term. If the Agreement is renewed in accordance with Section 1, pricing may be adjusted for amounts other than inflation that represent actual costs to the Contractor based on the mutual agreement of the Parties. Contractor may submit a request for a price adjustment along with appropriate supporting documentation demonstrating the cost to the Contractor. Renewal prices shall be firm for the term of the renewal period and may be adjusted thereafter as outlined in the Subsection 6.2. There is no guarantee the City will accept a price adjustment.
- 6.3 **Invoices.** Payment will be made to Contractor following the City's receipt of a properly completed invoice. Any issues regarding billing or invoicing must be directed to the City Department/Division requesting the service or material from the Contractor. A properly completed invoice should contain, at a minimum, all of the following:
- a. Contractor name, address, and contact information;
 - b. City billing information;
 - c. City contract number as listed on the first page of the Agreement;
 - d. Invoice number and date;
 - e. Payment terms;
 - f. Date of service or delivery;
 - g. Description of materials or services provided;
 - h. If materials provided, the quantity delivered and pricing of each unit;
 - i. Applicable taxes; and
 - j. Total amount due.
- 6.4 **Payment of Funds.** Contractor acknowledges the City may, at its option and where available use a Procurement Cardle-Payables to make payment for orders under the Agreement; otherwise, payment will be through a traditional method of a check or Electronic Funds Transfer (EFT) as available.
- 6.5 **Disallowed Costs. Overpayment.** If at any time the City determines that a cost for which payment was made to Contractor is a disallowed cost, such as an overpayment or a charge for materials/service not in accordance with the Agreement, the City will notify Contractor in writing of the disallowance; such notice will state the means of correction which may be, but is not limited to, adjustment of any future claim/invoice submitted by Contractor in the amount of the disallowance or to require repayment of the disallowed amount by Contractor. Contractor will be provided with the opportunity to respond to the notice.

7. **Insurance.**

- 7.1 Contractor must obtain and maintain at its expense throughout the Term of the Agreement, at a minimum, the types and amounts of insurance set forth in this Section 7 from insurance companies authorized to do business in the State of Arizona; the insurance must cover the materials/service to be provided by Contractor under the Agreement. For any insurance required under the Agreement, Contractor will name the City of Mesa, its agents, representatives, officials, volunteers, officers, elected officials, and employees as additional insured, as evidenced by providing either an additional insured endorsement or proper insurance policy excerpts.

- 7.2 Nothing in this Section 7 limits Contractor's responsibility to the City. The insurance requirements herein are minimum requirements for the Agreement and in no way limit any indemnity promise(s) contained in the Agreement.
- 7.3 The City does not warrant the minimum limits contained herein are sufficient to protect Contractor and subcontractor(s) from liabilities that might arise out of performance under the Agreement by Contractor, its agents, representatives, employees, or subcontractor(s). Contractor is encouraged to purchase additional insurance as Contractor determines may be necessary.
- 7.4 Each insurance policy required under the Agreement must be in effect at or prior to the execution of the Agreement and remain in effect for the Term of the Agreement.
- 7.5 Prior to the execution of the Agreement, Contractor will provide the City with a Certificate of Insurance (using an appropriate "ACORD" or equivalent certificate) signed by the issuer with applicable endorsements. The City reserves the right to request additional copies of any or all of the policies, endorsements, or notices relating thereto required under the Agreement.
- 7.6 When the City requires a Certificate of Insurance to be furnished, Contractor's insurance is primary of all other sources available. When the City is a certificate holder and/or an additional insured, Contractor agrees no policy will expire, be canceled, or be materially changed to affect the coverage available without advance written notice to the City.
- 7.7 The policies required by the Agreement must contain a waiver of transfer rights of recovery (waiver of subrogation) against the City, its agents, representatives, officials, volunteers, officers, elected officials, and employees for any claims arising out of the work of Contractor.
- 7.8 All insurance certificates and applicable endorsements are subject to review and approval by the City's Risk Management Division.
- 7.9 **Types and Amounts of Insurance.** Contractor must obtain and retain throughout the term of the Agreement, at a minimum, the following:
- 7.9.1 Worker's compensation insurance in accordance with the provisions of Arizona law. If Contractor operates with no employees, Contractor must provide the City with written proof Contractor has no employees. If employees are hired during the course of this Agreement, Contractor must procure worker's compensations in accordance with Arizona law.
- 7.9.2 The Contractor shall maintain at all times during the term of this contract, a minimum amount of \$1 million per occurrence/\$2 million aggregate Commercial General Liability insurance, including Contractual Liability. For Commercial General Liability insurance, the City of Mesa, their agents, officials, volunteers, officers, elected officials or employees shall be named as additional insured, as evidenced by providing an additional insured endorsement.
- 7.9.3 Automobile liability, bodily injury and property damage with a limit of \$1 million per occurrence including owned, hired and non-owned autos.
8. **Requirements Contract.** Contractor acknowledges and agrees the Agreement is a requirements contract; the Agreement does not guarantee any purchases will be made (minimum or maximum). Orders will only be placed when the City identifies a need and issues a purchase order or a written notice to proceed. The City reserves the right to cancel purchase orders or a notice to proceed within three (3) business days of issuance; any such cancellation will be in writing. Should a purchase order or notice to proceed be canceled, the City agrees to reimburse Contractor for any actual and documented costs

incurred by Contractor. The City will not reimburse Contractor for any avoidable costs incurred after receipt of cancellation including, but not limited to, lost profits, shipment of materials, or performance of services. The City reserves the right to purchase contracted items through other sources if determined in the best interests of the City to do so.

9. **Notices.** All notices to be given pursuant to the Agreement will be delivered to the Contractor at the address listed on Page 1 of this Agreement. Notice will be delivered pursuant to the requirements set forth the Mesa Standard Terms and Conditions that are attached to the Agreement as **Exhibit C.**
10. **Representations of Contractor.** To the best of Contractor's knowledge, Contractor agrees that:
 - a. Contractor has no obligations, legal or otherwise, inconsistent with the terms of the Agreement or with Contractor's undertaking of the relationship with the City;
 - b. Performance of the services called for by the Agreement do not and will not violate any applicable law, rule, regulation, or any proprietary or other right of any third party;
 - c. Contractor will not use in the performance of Contractor's responsibilities under the Agreement any proprietary information or trade secret of a former employer of its employees (other than City, if applicable); and
 - d. Contractor has not entered into and will not enter into any agreement, whether oral or written, in conflict with the Agreement.
11. **Mesa Standard Terms and Conditions.** **Exhibit C** to the Agreement is the Mesa Standard Terms and Conditions as modified by the Parties, which are incorporated by reference into the Agreement as though fully set forth herein. In the event of any inconsistency between the terms of the Agreement and the Mesa Standard Terms and Conditions, the language of the Agreement will control. The Parties or a Party are referred to as a "party" or "parties" in the Mesa Standard Terms and Conditions. The Term is referred to as the "term" in the Mesa Standard Terms and Conditions.
12. **Counterparts and Facsimile or Electronic Signatures.** This Agreement may be executed in two (2) or more counterparts, each of which will be deemed an original and all of which, taken together, will constitute one agreement. A facsimile or other electronically delivered signature to the Agreement will be deemed an original and binding upon the Party against whom enforcement is sought.
13. **Incorporation of Recitals and Exhibits.** All Recitals and Exhibits to the Agreement are hereby incorporated by reference into the Agreement as if written out and included herein. In the event of any inconsistency between the terms of the body of the Agreement and the Exhibits, the language of the Agreement will control.

Exhibits to this Agreement are the following:

 - (A) Scope of Work/ Technical Specifications
 - (B) Pricing
 - (C) Mesa Standard Terms and Conditions
14. **Attorneys' Fees.** The prevailing Party in any litigation arising out of the Agreement will be entitled to the recovery of its reasonable attorney's fees, court costs, and other litigation related costs and fees from the other Party.
15. **Additional Acts.** The Parties agree to execute promptly such other documents and to perform such other acts as may be reasonably necessary to carry out the purpose and intent of the Agreement.

16. **Headings.** The headings of the Agreement are for reference only and will not limit or define the meaning of any provision of the Agreement.

By executing below, each Party acknowledges that it understands, approves, and accepts all of the terms of the Agreement and the attached exhibits.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

CITY OF MESA, ARIZONA

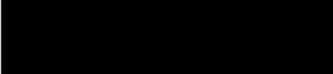
By:  _____

Edward Quedens
Printed Name

Business Services Director
Title

7/8/24 09:01 MST
Date

CDW GOVERNMENT, LLC

By:  _____

Dario Bertocchi
Printed Name

Vice President, Contracting Operations
Title

July 5, 2024
Date

REVIEWED BY:

By:  _____
Ted Stallings, CPPB
Procurement Officer II



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: Jan 28, 2026

Bid/Contract/PO #: _____

Company Name: CDW Government LLC	Company Contact: Thomas Sanders, Account Representative
Contact Phone: 312-547-2410	Contact Email: thomas.sanders@cdwg.com

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature Signature on File

Printed Name Jeff Hagen

Title Manager, Vetting

Date Jan 28, 2026

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



Finance Requisition \$30,000 and Over

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

File #: FI-P-0004-26

Agenda Date: 2/24/2026

Agenda #: 9.I.

AWARDING RESOLUTION ISSUED TO
DIPLEX TECHNOLOGIES, INC. D/B/A GLOBAL POINT
TO PROVIDE MANAGED I.T. MONITORING AND SUPPORT
FOR THE REGIONAL OFFICE OF EDUCATION
(CONTRACT TOTAL AMOUNT \$55,000.00)

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 Diplex Technologies, Inc. d/b/a Global Point, to provide managed I.T. monitoring and support, for the period of February 25, 2026 through February 24, 2027, for the Regional Office of Education.

NOW, THEREFORE BE IT RESOLVED, that said contract to provide managed I.T. monitoring and support, for the period of February 25, 2026 through February 24, 2027, for the Regional Office of Education, per RFP #26-010-ROE, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Diplex Technologies, Inc. d/b/a Global Point, 1100 Jorie Blvd., Oak Brook, IL 60523, for a contract total amount of \$55,000.00.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION			
<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: FI-P-0004-26	RFP, BID, QUOTE OR RENEWAL #: RFP #26-010-ROE	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$55,000.00
COMMITTEE: FINANCE	TARGET COMMITTEE DATE: 2/24/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$220,000.00
	CURRENT TERM TOTAL COST: \$55,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: DIPLEX TECHNOLOGIES INC d/b/a Global Point	VENDOR #:	DEPT: Regional Office of Education	DEPT CONTACT NAME: Janet Gierman
VENDOR CONTACT: Andrea Long	VENDOR CONTACT PHONE: 847-464-3900	DEPT CONTACT PHONE #: 630-407-5777	DEPT CONTACT EMAIL: jgierman@dupageroe.org
VENDOR CONTACT EMAIL: andrea.long@globalpointllc.com	VENDOR WEBSITE: globalpointllc.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.). Managed IT monitoring and support.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Global Point will monitor servers and work stations and help desk support.			

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	
SOURCE SELECTION	Describe method used to select source. County Procurement Department process.
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). The ROE prefers Global Point due to their qualifications and location within DuPage County. They also have the lowest reasonable bid. One option would be to remain with the current MSP, but changing the contract from multi-year to annual and another option would be to forego an MSP, which is not safe or secure.

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: DIPLEX TECHNOLOGIES INC d/b/a Global Point	Vendor#:	Dept: Regional Office of Education	Division:
Attn: Andrea Long	Email: andrea.long@globalpointllc.com	Attn: Janet Gierman	Email: jgierman@dupageroe.org
Address: 1100 Jorie Blvd	City: Oak Brook	Address: 421 N County Farm Rd	City: Wheaton
State: IL	Zip: 60523	State: IL	Zip: 60187
Phone: 847-464-3900	Fax:	Phone: 630-407-5777	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: DIPLEX TECHNOLOGIES INC d/b/a Global Point	Vendor#:	Dept:	Division:
Attn: Andrea Long	Email: andrea.long@globalpointllc.com	Attn:	Email:
Address: 1100 Jorie Blvd	City: Oak Brook	Address:	City:
State: IL	Zip: 60187	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 25, 2026	Contract End Date (PO25): Feb 24, 2027

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		MSP	FY25	1000	5700	53090		31,450.00	31,450.00
2	1	EA		MSP	FY26	1000	5700	53090		23,550.00	23,550.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 55,000.00

<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.

Global Point Managed Services Contract

Proposal Prepared for:

DuPage County ROE

January 22, 2026

Presented by:



Andrea Long, Sales

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Company Overview

DIPLEX TECHNOLOGIES INC DBA GLOBAL POINT is a provider of Information Technology solutions in Michigan and Illinois. Our relationships with partners such as Microsoft, Cisco, VMware, HP, Dell, Symantec and ESET have allowed us the ability to design, scale and implement effective infrastructure solutions for our diverse client base. Our Solution Stack includes Infrastructure and Networking Solutions, Application and Web Development, Wireless, Local and Wide-Area Networking, as well as Managed Services. As a Microsoft Partner, our Core Competencies include Information Worker Solutions, Networking Infrastructure Solutions, Advanced Infrastructure Solutions, Microsoft Business Solutions, and we are a Microsoft Small Business Specialist.

We specialize in educating you in the Information Technology options available to ease your business' IT concerns in the 21st century. Our professional scope ranges from engineering and implementing Local and Wide Area Networking Solutions to architecting and designing custom Software Applications to address your specific business needs. Global Point' Network and Software Applications Engineers' combined experience allows us the ability to successfully provide custom, affordable solutions to our valued Clients.

Our technical expertise enables us to provide Network Design and Support, as well as Application Development for Office Automation, and Internet/Intranet development and support; utilizing technologies such as Digital Subscriber Line, Frame Relay, Point-To-Point Tunneling Protocol and Virtual Private Networking. These technologies provide the ability to securely encrypt data transmission, paving the way for Electronic Commerce and E-Business.

By coordinating and managing all your technical solutions and Vendors, and Proactively Managing your Network, we allow you the ability to completely focus on running your business.

We sincerely appreciate the opportunity to present this proposal.

Summary

Global Point provides Managed and Consulting Services to businesses on a monthly or hourly fee basis. The monthly fee is an all-inclusive employee IT support system geared towards individual employees and the technology they use/touch (Desktops, Workstations, Tablets, Phones, etc). DuPage County ROE is requesting the monitoring, consulting and support desk function portion of our Managed Services. They have requested service through their RFP dated January 6th. Follow-up questions were answered and received on January 15th.

Project Scope

DuPage County ROE has requested a proposal to deliver comprehensive Information Technology management and support services for the DuPage Regional Office of Education. The following is a high level overview of what is included:

- Remote Monitoring and Management of confirmed devices
 - 70-75 workstations
 - 7 physical servers, 12 virtual servers, 4 network switches and 2 firewalls
- Hourly rate to work with Director of Technology to provide confirmed services as detailed in the RFP
- Hourly rate for Level 1, 2 and 3 remote support desk services

Investment

- Onboarding and Setup Fee \$3600
- Monitoring Licenses for devices \$350 per month
- Price – Infrastructure Technical Services detailed as follows:

1. Normal business hours (8:00 AM – 5:00 PM, Monday – Friday)
 - a. Billable rate per hour

Work Role	Business Hours Rate	After Hours Rate
Network Support	\$150	\$225
Project Managers	\$165	\$248

- b. Trip Charge within 25mile (in billable hours) – \$0
 - c. Minimum billable time (in billable hours)
 - i. On-site support: (2) Hour
 - Billed in ¼ hour increments after initial (2) hours
 - ii. Remote support: (1/4) Hour
2. Unless otherwise agreed, support requested by client or type of work necessitates, after hours, weekend and holidays time is billed with a 1.5 multiplier. After hours defined as work performed on Weekdays between 5:00 pm and 7:00 am or at any time during Weekends and holidays.

What is Included (Details: Appendix 1)

The following are included with Global Point's Managed Services for Workstations and Support Desk:

- Hourly support fee access to remote technical support calls during business hours by dialing into our main number, emailing our support or submitting a new ticket from our website portal.
 - The support call must be related to any of the following:
 - A business application used by the company
 - This includes phones/tablets, web sites, and VPN that are business related
 - Application support through vendor required
 - Windows Operating System on a company owned computer that are either part of the Active Directory Domain or Azure Active Directory tenant
 - Limited work from home support
 - Must have an active working Internet connection
 - Best effort on troubleshooting home networking equipment
- After-hours emergency support services are available for network outages and server down situation.
- All remote support calls are considered to be remote unless the support engineer deems it necessary to be an onsite visit at the company location.
- Assist in the ordering of servers, laptops, printers (network and personal), monitors, docking stations, wireless keyboards, and wireless mice as required. The equipment would be quoted, approved, and ordered.
- Assist in onboarding of any new staff as needed.
- All Google G-Suite and Office 365 User/Group Management
- Microsoft Windows/Apple workstation patch management on business owned equipment.
- Full Ticket management system with reporting and customer access
- Optional Information and Security Compliance Test is not included but available at a discounted rate.
 - Report to include any/all external vulnerabilities with a remediation plan
 - Test is against all known public IP addresses
 - An additional internal security test is available for an extra fee per IP address.
- Bi-Annually Executive Review or as requested

Office 365/Google G-Suite Subscription

Subscription fees are not included.

Major Projects

Large IT Projects would be quoted and agreed upon separately. All such projects will be discussed and evaluated. Global Point will issue a competitive quote for such implementations. Example of major projects would be new server rollout, cloud migrations or large-scale system builds. Single desktop setup does not fall under major projects.

Termination of Managed Services

If, for any reason, either party would like to leave Global Point Managed Services, an e-mail request from an authorized Executive within the company must be sent to an authorized Global Point representative and must be acknowledged via e-mail that the request was received within 60 days of renewal period.

After Hours Support

Global Point has an after-hours support option where you can contact a senior staff member 24/7. Anything after is the normal billing rate on a time and material basis.

Billing

All Global Point billing occurs on the first day of every month. All invoices are due within 30 days paid electronically or via check or ACH. Any disputes must occur within 30 days of receipt of invoice. All billing includes statement of work and details performed during that month. All subscriptions require pre-payment. Cancellation of services must be provided in writing 60 days prior to cancellation.

Client Acceptance

Please sign this document and return by email to Global Point, attention: Andrea Long, Sales, andrea.long@globalpointllc.com.

This is not an agreement. By signing this proposal, both parties agree to the Terms and Conditions of this proposal. Upon receipt of your signed document, Global Point will then sign and return a copy to you and commence services as agreed. A service agreement will be sent along with the proposal.

Global Point considers your signature confirmation to move forward with the implementation, as outlined in this document.

Agreed and accepted:
Customer Representative

Agreed and accepted:
Global Point Representative

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

Appendix 1

IT Support Services	Frequency
Remote Management Services and Tools	
System Alert and Monitoring Platform	24/7 email alerts reviewed by GP during Business hrs/days of 8 to 5pm. Client may get copies of alerts 24/7 or SMS (not included in this proposal)
Remote Control Platform	Included
Microsoft O/S Patch Management Platform	Included
Apple O/S Patch Installs	manual updates only
Automated Scripting Platform	included
Service Ticketing Platform	included
Reporting Platform	included
Anti-Virus and Anti-Malware Cloud Based Centralized Management	Included (only if elected cloud AV)
Network Device O/S Updates	included 1 time a year (firewall and switches) as needed, emergency updates upon testing
Network and Server Support	
Network Management Services	
Firewall Management	Hourly Fee
Network Switch Management	Hourly Fee
VPN Management	Hourly Fee
Network Connection Documentation	Hourly Fee
Wireless Solution Management	Hourly Fee
Availability Monitoring and Alerting – 24x7 Passive Monitoring	Included: Active monitoring 8 to 5pm
Windows Server Management	
Alert Monitoring	24/7. Alerts are checked by GP 8 to 5pm Business hrs./days. Client may get copies of alerts 24/7
Event Alert Monitoring	24/7. Alerts are checked by GP 8 to 5pm Business hrs./days. Client may get copies of alerts 24/7
Emergency O/S Updates and Patches	included
Manage Drives/Partitions Free Space	Hourly fee
Active Directory Management	Hourly Fee
File Sharing Management	Hourly Fee
DHCP and DNS Management	Hourly Fee
Group Policy Management	Hourly Fee
Printer Management	Hourly Fee
Anti-Virus Agent & Definition Updates	Cloud based AV included
Routine O/S Updates and Patches - Windows	included weekly with 1 to 2-week delay for testing
Server Hardware Bios/Firmware Updates	critical updates monthly otherwise as needed once a year
Availability Monitoring and Alerting – 24x7 Passive Monitoring	Not included
E-mail Services Management	
User Mailbox Management	Hourly Fee
Distribution Group Management	Hourly Fee
Shared Mailbox Management	Hourly Fee

Hosted Email Management including Office 365, Google Apps, etc.	Hourly Fee
Industry-Compliant Email and Text Message Archiving	Hourly Fee
E-mail Filtering Management	Hourly Fee
Back-Up Management	
Backup Management and Monitoring	Not included
File Restores	Not included
Server System Restores	as needed at extra charge
Network and Server– Response Center Support	
Unlimited Telephone & Remote Support – 24/7	available with extra charge, after hour fees apply
On-Site After-hours Support – 5:00pm to 8:00am, M-F And Weekends	not included/ optional on demand, hourly cost
Anti-Virus and Anti-Malware Cloud Based Centralized Management	Included
Workstation/End User Support	
End-User Workstation Management	
Approved O/S Updates and Patches - Windows	Weekly based on schedule and requirements
Approved O/S Updates and Patches - Mac	manual updates only
Emergency O/S Updates and Patches	included
Manage Drives/Partitions Free Space	Hourly Fee
VPN Client Management	Hourly Fee
Anti-Virus and Anti-Malware Definition Updates	included
System Optimization	included (pre-existing setup)
Hardware Bios/Firmware Updates	as needed/included
New and Replacement Workstation Builds	Hourly fee or new build outs per project
Workstation Management – Windows Specific	
Microsoft Office Updates and Patches	included
Non-Microsoft Office Updates and Patches	3rd party software patches are limited to software under contract
Smart Phones/Tablets Management	
Setup Business Email Sync	Hourly fee
End-user Support	
Unlimited Telephone & Remote Support – 24/7	available at extra charge after hour fees
On-Site Support – 8x5, M-F	onsite support visit is determined by the tech/as needed and included 8am to 5pm.
Advisory & Project Services	
Scheduled Technology Business Reviews with CIO	available at extra charge
IT Strategy Consulting & Budget Planning	available at extra charge
Project Research for New Infrastructure Technologies	available at extra charge per project estimate given ahead of time
Infrastructure Project Planning & Implementation (server/computer/firewall/switch upgrades &	available at extra charge per project estimate given ahead of time

implementation, email migrations, cloud migrations, etc.)	
Periodic Check-In Meetings with Main Point of Contact	available at extra charge
Network and System Documentation	Not included
Hardware Management Services	
Hardware/Computer Cataloging	included
Hardware Lifecycle Management	included per client's policy
Vendor Liaison and Management Services	
3rd Party Subscription/Warranty Management (Firewall, Network Switch, Email, Encryption, etc.)	Not included, new setup per project
ISP's, Web/Hosting Providers, Office Phone Providers, Print/Copy Providers, Security System Providers, Video Conference Providers	Hourly fee
Line of Business Application Providers	Limited/ may require extra fees paid to other parties
Provided Security Software	
Employee Security Awareness Training Portal	not included/ optional via business partner
Anti-virus and Anti-malware Software Licenses	Cloud based AV included in monthly cost
Email Spam Filtering Software Licenses	Not included
Website Content Filtering Software Licenses	not included

Appendix 2

Additional Details

Our Approach to Security

Global Point takes IT security protocols seriously. Our engineers are HIPPA, SEC and PCI trained and compliant. We work with our existing customers to make sure all of their systems and staff are properly adhering to all security protocols put in place. During our initial engagement we audit customer systems to learn about their internal security and we train our engineers to follow the protocols as well. All detected security issues are communicated to account managers and customer's representatives.

Current GP Data Security Procedures

- All customer data is encrypted in our CRM.
- Multi factor Authentication is used by all employees and contractors.
- Azure AD Cloud based security is used to protect all internal accounts.
- Account manager is overseeing all communication.
- All inbound and outbound email is encrypted and indefinitely retained.
- All email communication is auto-scrubbing sensitive private/personal data.

- Customer data is available to only relevant staff.
- All employees are trained annually regarding security.

Security Reporting

Global Point follows HIPPA, SEC and PCI industry best practices. Our computer incident reporting procedure provides a series of channels through which incidents can be reported, investigated, tracked, and administratively reviewed to ensure customer's information, assets and/or infrastructure are protected. Global Point's and customer's designated security contact are the primary responder to any security related incidents. Other departments assist as the need arises.

Critical Issues

- Any suspected hacking or intrusion attempts
- Suspicion of a password compromise
- Violation of any technology policy
- Phishing email scam violations

Network monitoring and alerting

Global Point Utilizes Kaseya Datto RMM for network monitoring and alerting. All infrastructure down or degraded events are communicated with our engineers 24/7. During regular business hours our support desk constantly monitors alerts for any issues. All emergency after-hours notifications are delivered via the messaging system to our engineers responsible for addressing them within the SLA.

Data Metrics

Effective management of varying performance indices in information security can mean the difference between a practical and efficient approach to any issues that may arise.

Global Point uses standard Key Performance Indicators to monitor and assess security and performance concerns.

- Unidentified devices on the network
- Number of systems with known vulnerabilities
- Communication ports open on the network
- Intrusion attempts
- Security awareness training
- Access management
- Phishing and virus monitoring
- Mean time to detect a security threat
- Mean time to respond to threats once detected

Appendix 3

SLA methodology and details, including ticketing software used

Technology support services are provided through Global Point’s Help Desk. Our support is committed to delivering quality customer service and technical solutions in support of customer wide technology. To ensure the best possible support, the Help Desk operates based on a Service Level Agreement (SLA) outlining specific services, priorities, and responsibilities related to the support of technology.

CUSTOMER SERVICE STATEMENT

The Help Desk is committed to delivering quality customer service by:

- Striving to ensure customer satisfaction
- Responding to requests for support within published time frames
- Interacting with faculty and staff in a respectful and courteous manner
- Requesting feedback for opportunities for improvement
- Continuously working to improve the quality of service
- Regularly reviewing and monitoring established performance indicators

HELP DESK SERVICES

The Help Desk provides support to all faculty, staff, and administrative personnel who require assistance in the following areas, but not limited to:

• Data Network/Infrastructure	• Hardware/Software Installation
• Desktop Hardware/Software	• Hardware/Software Inventory
• E-Mail Accounts and Access	• Information Systems Reporting
• Network Storage	• Technology Consultation
• Remote Access (VPN)	• Technology Security
• Internet Access	• Project Management and Implementation

Technology Used

To provide a proper and efficient level of support services Global Point utilizes the following on-premise or cloud utilities

ConnectWise Manage	Ticketing System, CRM, Asset Inventory
Kaseya	MSP Monitoring and Alerting System, System Update, Inventory
Screen Connect	Remote Access, Remote support
Qualys Vulnerability	Internal and External security scan

HOURS OF OPERATION

Help Desk services are available during the following hours of operation:

Hours Of Operation	
Monday-Friday	8:00 a.m. to 5:00 p.m
After-hours, Holidays and Weekends	Emergency/As Needed Per Proposal

Hours of Operation are subject to change. Any modifications to this schedule will be communicated ahead of time. For issues that arise when the Help Desk staff is unavailable or if all representatives are busy assisting others, please leave a request via voicemail at 847-464-3900 or email support@globalpointllc.com. Requests will be processed in the order in which they are received.

METHODS FOR REQUESTING ASSISTANCE/SERVICE

Help Desk services can be accessed in following ways:

- E-Mail:** Send a message with a detailed description of request for service to support@globalpointllc.com
- Taskbar:** Submit new tickets via Support Portal
- Phone:** Call 847-464-3900 Option 1 for Support

NOTE: All records of requests are kept in Global Point’s Ticketing system for a period of 1 year after closing them.

SETTING PRIORITY LEVELS FOR REQUESTS

The Help Desk techs will make every effort to resolve issues at the time of the service call or ticket receipt on the service board. This will be the initial method for resolving issues before assigning a priority level. Help Desk staff will log and assign priorities for all requests not resolved at the time of the call, based on specific definitions. Requests will be handled according to the priority assigned to them.

The following table describes the priority levels assigned to requests for hardware/software problem resolution with associated response and completion time commitments:

Priority	Definition	Response time
Critical	Business Outage or significant customer impact that threatens productivity or causes work stoppage.	Immediate to 15min
High	A technical issue allowing work but in a significantly impaired fashion causing customer concerns.	Within 15 to 30min
Medium	A general support request issue that does not have significant current productivity impacts.	Within 1 hr
Low	A service request that does not require immediate attention and it does not impact productivity.	Within 24 business hours

Note: The Help Desk will provide an estimate of the timing for the provision of assistance and/or services via phone or email.

REMOTE DESKTOP ACCESS & MANAGEMENT

Depending on the severity of the technical issue, GP engineers will make every effort to resolve issues at the time of service by using remote tools. This will allow the helpdesk staff to access the caller’s desktop remotely via Control for the purpose of expediting the resolution of the call. The caller can view the activity on the local monitor as it occurs.

Periodically, software patches and security updates will be installed remotely through an automated system to all supported systems to ensure their integrity. The update/patch may be applied in the background during the local computer's boot process or at any time the computer is running and connected to the network.

HARDWARE & SOFTWARE STANDARDS

The IT Help Desk will provide support for documented hardware and software.

- To ensure software license compliance, the IT Help Desk will not install any software without proof of purchase or a copy of a license agreement.
- All hardware and software purchase requests must be accompanied by verification email and must be approved by the IT Manager.
- Limited support for non-standard equipment and software is also available, depending on the availability of technical resources
- The IT Manager can provide consultation assistance with hardware/software purchases.

TECHNOLOGY INVENTORY

The IT Help Desk is responsible for maintaining a current technology inventory, including the software loaded, on all customer's computers. As a result of this ongoing inventory, you may be requested to provide a copy of a license and /or proof of purchase for software not covered under this agreement. If a license or receipt cannot be produced, the software should be removed from the computer until a license is purchased to ensure license compliance.

CUSTOMER RESPONSIBILITIES

In order to facilitate the support process, all users are requested to

- Provide detailed information regarding service requests.
- Make every effort to be available to communicate with Helpdesk if required.
- Leave the computer on for the time period specified when a remote update is announced and follow the instructions provided.
- Notify the Help Desk in advance of any pre-determined required assistance.
- Exercise patience by understanding the volume of requests the IT Help Desk receives each day and the rationale for assessing service priorities



THE COUNTY OF DUPAGE
 FINANCE - PROCUREMENT
 MANAGED SERVICE PROVIDER FOR DUPAGE ROE 26-010-ROE
 BID TABULATION

√

Criteria	Available Points	22 nd Century Technologies, Inc. (TSCTI)	Bumblebee Broadband LLC dba Bumblebee IT Services	Burwood Group Inc.	Consultadd Inc.	Diplex Technologies Inc. dba Global Point	Leading IT Solutions Inc.	Logicalis, Inc.	Maestro Technologies Inc.	Nukasani Group Inc.
Firm Qualifications	20	10	10	20	15	20	15	10	10	10
Key Qualifications	30	15	15	28	15	29	24	15	15	15
Project Understanding	30	13	13	25	13	28	21	13	13	13
Price	20	10	12	5	20	8	6	12	15	10
Total	100	48	50	78	63	85	66	50	53	48

Fee and Rate Proposal - Hourly Rate	\$ 120.00	\$ 100.00	\$ 220.00	\$ 60.00	\$ 150.00	\$ 185.00	\$ 100.00	\$ 80.00	\$ 120.00
Percentage of points	50%	60%	27%	100%	40%	32%	60%	75%	50%
Points awarded (wtd against lowest price)	10	12	5	20	8	6	12	15	10

NOTES

RFP Posted on 1/6/2026	DW,SR
Bid Opened On 1/23/2026, 2:30 PM	
Invitations Sent	35
Total Requesting Documents	15
Total Bid Responses Received	9

PROPOSAL PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	26-010-ROE
COMPANY NAME:	Diplex Technologies, Inc dba Global Point
CONTACT PERSON:	Andrea Long
CONTACT EMAIL:	andrea.long@globalpointllc.com

Section II: Pricing

Bidder shall provide an hourly fee for services performed. In addition, provide a Rate Card for additional work not considered part of the engagement.

NO.	ITEM	UOM	QTY	PRICE
1	Hourly Rate for Services	HR	EA	\$ 150.00

*please see chart in proposal pdf for more details

Section III: Certification

By signing below, the Bidder agrees to provide the required goods and/or services described in the Bid Specifications for the prices quoted on this Proposal Pricing Form.

Printed Name: Andrea Long

Signature: Andrea M Long

Title: Sales Director

Date: 1/16/2025



DuPage County
 Finance Department
 Procurement Division
 421 North County Farm Road
 Room 3-400
 Wheaton, Illinois 60187-3978

PROPOSAL FORM

Section I: Contact Information

Complete the contact information below.

RFP NUMBER:	26-010-ROE
COMPANY NAME:	Diplex Technology Inc. dba Global Point
MAIN ADDRESS:	1100 Jorie Blvd
CITY, STATE, ZIP CODE:	Oak Brook, IL 60523
TELEPHONE NO.:	847-464-3900
CONTACT PERSON:	Andrea Long
CONTACT EMAIL:	andrea.long@globalpointllc.com

Section III: Certification

The undersigned certifies that they are:

- The Owner or Sole Proprietor
 A Member authorized to sign on behalf 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:

Greg Zejer

(President or Partner)

Gus Dalinis

(Vice-President or Partner)

(Secretary or Partner)

(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 Officer, DuPage County, 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 and at the price therein prescribed.

Further, the undersigned certifies and warrants that they are 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 5/33 E-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 they have examined and carefully prepared this Proposal and have 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 they have provided equipment, supplies, or 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 it will take in full payment therefore the sums set forth in the cost schedule.

PROPOSAL AWARD CRITERIA

The Offeror acknowledges and agrees that the 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 Offeror agrees to provide the service described in this solicitation and in the contract specifications under the conditions outlined in attached documents for the amount stated.

By signing below, the Offeror agrees to the terms of this Proposal Form and certifies that the information submitted on this form is true and correct to the best of its knowledge

Offeror: Andrea Long

Signature: Andrea M Long

Title: Sales Director

Date: 1/16/2025



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	26-010-ROE
COMPANY NAME:	Diplex Technologies Inc. dba Global Point
CONTACT PERSON:	Andrea Long
CONTACT EMAIL:	andrea.long@globalpointllc.com

Section II: Procurement Ordinance Requirements

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 the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. 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 owner, 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.

Has the Bidder made contributions as described above?

- Yes
 No

If "Yes", complete the required information in the table below.

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.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

- Yes
- No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

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 and supplemental disclosure is required. The Bidder agrees 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 of the County's Ethics Ordinance is available at:

[Ethics | DuPage Co, IL](#)

The full text of the County's Procurement Ordinance is available at:

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Andrea Long

Signature: 

Title: Sales Director

Date: 1/16/26



File #: JPS-P-0015-26

Agenda Date: 2/17/2026

Agenda #: 8.C.

AWARDING RESOLUTION ISSUED TO
ZOHO CORPORATION
TO PROVIDE SUPPORT FOR APPS & LICENSES
FOR THE SHERIFF'S OFFICE
(CONTRACT TOTAL NOT TO EXCEED \$40,630.00)

WHEREAS, a sole source quotation has been obtained in accordance with 55 ILCS 5/5-1022 and County Board policy; and

WHEREAS, the County is authorized to enter into a Sole Source Agreement pursuant to Section 2-350 of the DuPage County Procurement Ordinance; and

WHEREAS, based upon supporting documentation provided by the using Department, the Chief Procurement Officer has determined that it is not feasible to secure bids or that there is only one source for the required goods or services, and/or has determined that it is in the best interests of the County to consider only one supplier who has previous expertise relative to the subject procurement; and

WHEREAS, in accordance with the Chief Procurement Officer's determination, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to ZOHO Corporation, to provide support for apps and licenses, for the period of January 6, 2026 through January 5, 2027, for the Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide support for apps and licenses, for the period of January 6, 2026, through January 5, 2027, for the Sheriff's Office, be, and it is hereby approved for issuance of a contract by the Procurement Division to, ZOHO Corporation, 4141 Hacienda Drive Pleasanton, CA 94588, for a contract total amount not to exceed \$ 40,630.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider ZOHO does not utilize or authorize third-party resellers.)

Enacted and approved 24th day of February, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Procurement Review Comprehensive Checklist

Procurement Services Division

This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 26-0626	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: 1 YR + 1 X 1 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$40,630.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$40,630.00
	CURRENT TERM TOTAL COST: \$40,630.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Zoho Manage Engine	VENDOR #:	DEPT: DuPage County Sheriff's Office	DEPT CONTACT NAME: Jason Snow
VENDOR CONTACT: Abinesh Kumar N	VENDOR CONTACT PHONE: +1 360 245 4213	DEPT CONTACT PHONE #: 630-405-2071	DEPT CONTACT EMAIL: jason.snow@dupagesheriff.org
VENDOR CONTACT EMAIL: abinesh@manageengine.com	VENDOR WEBSITE:	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.). Zoho ManageEngine handles support tickets, change management, endpoint management, MDM, software deployment, patch deployment, and automation for some items (we are expanding the automation). This is the yearly renewal for our suite of systems.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished We have had most of these apps in place for four plus years. We are building and have built core functions around these systems.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

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. MANUFACTURER
NECESSITY AND UNIQUE FEATURES	<p>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.</p> <ol style="list-style-type: none"> 1. This procurement is a support and licensing renewal, not a new system acquisition. 2. The currently deployed platform is fully integrated and operational across: <ul style="list-style-type: none"> o Endpoint management, AD automation workflows, Compliance auditing, IT service management 3. The architecture includes cross-system automation that would require significant redevelopment if replaced. 4. There have been no material changes in operational requirements that would justify replacing a functioning enterprise platform. 5. Transitioning to another vendor would require: <ul style="list-style-type: none"> o Full system migration, Workflow redevelopment, Data migration, Staff retraining, Increased cost and operational disruption
MARKET TESTING	<p>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.</p> <ol style="list-style-type: none"> 1. This procurement is a support and licensing renewal, not a new system acquisition. 2. The currently deployed platform is fully integrated and operational across: <ul style="list-style-type: none"> o Endpoint management, AD automation workflows, Compliance auditing, IT service management 3. The architecture includes cross-system automation that would require significant redevelopment if replaced. 4. There have been no material changes in operational requirements that would justify replacing a functioning enterprise platform. 5. Transitioning to another vendor would require: <ul style="list-style-type: none"> o Full system migration, Workflow redevelopment, Data migration, Staff retraining, Increased cost and operational disruption
AVAILABILITY	<p>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.</p> <ol style="list-style-type: none"> 1. Requirements Inventory Review <ul style="list-style-type: none"> o Documented operational requirements, including: AD provisioning workflows with approval routing, Application deployment triggered by AD group membership, On-premise MDM, OS imaging (on-premise), Patch management, CJIS-aligned AD auditing, Self-service password reset + MFA, Asset auto-discovery feeding ITSM CMDB, Role-based delegation without Domain Admin privileges, Cross-platform automation between identity and endpoint systems 2. Vendor Capability Comparison <ul style="list-style-type: none"> o Reviewed vendor documentation, feature matrices, and architecture diagrams. Conducted product demonstrations where applicable. Contacted vendor representatives to confirm integration capabilities and deployment models. Evaluated whether equivalent functionality required multiple third-party products. 3. Integration & Architecture Analysis <ul style="list-style-type: none"> o Determined whether vendors provided: Native workflow engines, Native AD automation tied to endpoint actions, Unified licensing across modules, On-premise deployment (required for CJIS-sensitive operations) o Assessed migration complexity and compliance impact. 4. Total System Replacement Assessment <ul style="list-style-type: none"> o Estimated impact to: Workflow automation, Asset management integration, Compliance auditing, Staff retraining <p>The following manufacturers and product suites were reviewed for functional equivalency:</p> <ol style="list-style-type: none"> 1. Microsoft Products Reviewed: Microsoft Intune, Microsoft Configuration Manager, Microsoft Entra ID, Microsoft Sentinel Findings: Would require multiple cloud subscriptions, additional licensing tiers, Sentinel SIEM deployment, and separate workflow tooling to replicate AD automation and auditing functions currently integrated within ManageEngine. 2. Ivanti Products Reviewed: Ivanti Endpoint Manager, Ivanti Neurons for ITSM, Ivanti Identity Director Findings: Equivalent functionality requires multiple product modules and additional integration licensing. Workflow automation and AD provisioning are not natively unified under a single architecture, as in the current deployment. 3. SolarWinds Products Reviewed: SolarWinds Service Desk, SolarWinds Access Rights Manager, SolarWinds Patch Manager Findings: Would require separate endpoint, auditing, and ITSM modules. Limited native AD workflow automation compared to the current ADManager deployment. No unified on-premise workflow engine equivalent.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Zoho Manage Engine	Vendor#:	Dept: DuPage County Sheriff's Office	Division: Civil Department
Attn: Abinesh Kumar N	Email: abinesh@manageengine.com	Attn: Colleen Zbilski	Email: colleen.zbilski@dupagesheriff.org
Address: 4141 Hacienda Drive	City: Pleasanton	Address: 501 N County Farm RD	City: Wheaton
State: CA	Zip: 94588	State: IL	Zip: 60187
Phone: +1 360 245 4213	Fax:	Phone: 630-407-2122	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Zoho Manage Engine	Vendor#:	Dept: DuPage County Sheriff's Office	Division: IT Department
Attn: Abinesh Kumar N	Email: abinesh@manageengine.com	Attn: Jason Snow	Email: jason.snow@dupagesheriff.org
Address: 4141 Hacienda Drive	City: Pleasanton	Address: 501 N County Farm RD	City: Wheaton
State: CA	Zip: 94588	State: IL	Zip: 60187
Phone: +1 360 245 4213	Fax:	Phone: 630-407-2072	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jan 6, 2026	Contract End Date (PO25): Jan 5, 2027

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		ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License Fee for additional 150 (total 750) endpoints and Single User License	FY26	1000	4404	53806		5,962.00	5,962.00
2	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support Fee for 750 endpoints and Single User License	FY26	1000	4404	53806		8,352.00	8,352.00
3	1	EA		ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License fee for additional 50 (total 150) Servers	FY26	1000	4404	53806		3,500.00	3,500.00
4	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for 150 Servers	FY26	1000	4404	53806		3,057.00	3,057.00
5	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for additional 7 users	FY26	1000	4404	53806		810.00	810.00
6	1	EA		ManageEngine Endpoint Central Security Edition - Perpetual Model - DEX Manager Add-on - Single Installation License fee for 900 Endpoints	FY26	1000	4404	53806		6,512.00	6,512.00
7	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - DEX Manager Add-on - Annual Maintenance and Support fee for 900 Endpoints	FY26	1000	4404	53806		1,410.00	1,410.00
8	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for Secure Gateway Server	FY26	1000	4404	53806		190.00	190.00
9	1	EA		ManageEngine Service Desk Plus Enterprise Edition - AMS Model - Annual Maintenance and Support fee for 8 Technicians (600 nodes)	FY26	1000	4404	53806		3,311.00	3,311.00
10	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription fee for 5 Domain Controllers valid	FY26	1000	4404	53806		1,795.00	1,795.00
11	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 80 Windows Servers	FY26	1000	4404	53806		2,775.00	2,775.00
12	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription Fee for 500 Workstations valid	FY26	1000	4404	53806		945.00	945.00

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
13	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 15 File Servers	FY26	1000	4404	53806		3,174.00	3,174.00
14	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 1 Cloud Account or Azure AD tenant account	FY26	1000	4404	53806		995.00	995.00
15	1	EA		ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1 Domain (Unrestricted Objects) with 8 help desk technicians	FY26	1000	4404	53806		1,441.00	1,441.00
16	1	EA		ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1500	FY26	1000	4404	53806		218.00	218.00
17	1	EA		ManageEngine ADSelfService Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 600	FY26	1000	4404	53806		698.00	698.00
18	1	EA		Edu/Gov/Non-profit Discount	FY26	1000	4404	53806		-4,515.00	-4,515.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 40,630.00

<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.

ZOHO Corp, 4141 Hacienda Drive, Pleasanton, CA 94588, USA

ManageEngine Pricing

Zoho Corp is pleased to provide a price quote for ManageEngine products. The pricing model is described in the table below:

Dated: 10th February 2026

SKU	Product Description	Unit Price	Quantity	Amount
85512.0N4	ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License Fee for additional 150 (total 750) endpoints and Single User License	5,962.00	1	5,962.00
85512.0M4	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support Fee for 750 endpoints and Single User License co-termed till 18 th November 2026	8,352.00	1	8,352.00
85512.0NS4	ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License fee for additional 50 (total 150) Servers	3,500.00	1	3,500.00
85512.0MS4	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for 150 Servers co-termed till 18 th November 2026	3,057.00	1	3,057.00
85510.0MU3	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for additional 7 users co-termed till 18 th November 2026	810.00	1	810.00
85510.0NDEX4	ManageEngine Endpoint Central Security Edition - Perpetual Model - DEX Manager Add-on - Single Installation License fee for 900 Endpoints	6,512.00	1	6,512.00
85510.0MDEX4	ManageEngine Endpoint Central Security Edition - AMS Model - DEX Manager Add-on - Annual Maintenance and Support fee for 900 Endpoints co-termed till 18 th November 2026	1,410.00	1	1,410.00
85510.0MSG1	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee	190.00	1	190.00

	for Secure Gateway Server co-termed till 18 th November 2026			
46219.32M	ManageEngine Service Desk Plus Enterprise Edition - AMS Model - Annual Maintenance and Support fee for 8 Technicians (600 nodes) co-termed till 18 th November 2026	3,311.00	1	3,311.00
88005.0SD2	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription fee for 5 Domain Controllers valid till 18 th November 2026	1,795.00	1	1,795.00
88005.1SWS4	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 80 Windows Servers valid till 18 th November 2026	2,775.00	1	2,775.00
88005.0SW3	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription Fee for 500 Workstations valid till 18 th November 2026	945.00	1	945.00
88005.0SF4	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 15 File Servers valid till 18 th November 2026	3,174.00	1	3,174.00
88005.0SCAZ1	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 1 Cloud Account or Azure AD tenant account valid till 18 th November 2026	995.00	1	995.00
87036.61M	ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1 Domain (Unrestricted Objects) with 8 help desk technicians co-termed till 18 th November 2026	1,441.00	1	1,441.00
87106.6MRB3	ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1500 User Objects co-termed till 18 th November 2026	218.00	1	218.00
67215.5M	ManageEngine ADSelfService Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 600 Domain Users co-termed till 18 th November 2026	698.00	1	698.00
			Total	\$ 45,145.00
			Edu/Gov/Non-profit Discount	-\$ 4,515.00
			Grand Total	\$ 40,630.00

Important Note: Local taxes as applicable

1. Validity

Prices are open for acceptance for 30 days from the date of offer. Please reconfirm the prices after the expiry date or before sending your Purchase Order.

2. Payment Terms

- a) Net 60 Days.

3. Payment Mode

- a) You can purchase through our online store (or) I can send you a customized link to purchase through a credit card.
- b) Please issue Purchase Order via email to **abinesh@manageengine.com** along with the end user email address.
- c) Please mention the Accounts Payable contacts in the PO.
- d) Zoho Corp accepts payment by valid company check or wire transfer. Please contact Zoho Corp for wire transfer particulars.

Sincerely,

Abinesh Kumar N
Sales Co-Ordinator
E-mail: abinesh@manageengine.com

ZOHO Corp, 4141 Hacienda Drive, Pleasanton, CA 94588, USA



SOLE SOURCE LETTER

Date: 21/01/2026

To,

Dupage County Sheriff's Office,
501 N County Farm Road,
Wheaton Illinois 60187.

Subject: Sole Source Confirmation Letter.

Dear Sir/Madam,

This is to confirm that Zoho Corporation having its registered office at 4141, Hacienda Drive, Pleasanton, California, 94588 is our sole authorized distributor authorized to distribute, resell and support ManageEngine suite of products in the United States.

You may obtain the ManageEngine product licenses from Zoho Corporation.

For Zoho Corporation,

Signature: _____

Name: Tony Thomas

Title: Director



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: 24/12/2025

Bid/Contract/PO #: _____

Company Name: Zoho Corporation	Company Contact:
Contact Phone: 360 245 4213	Contact Email: legal@zohocorp.com

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature 

Printed Name Tony Thomas

Title Director

Date 26-Dec-2025



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



Judicial/Public Safety Requisition under \$30,000

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

File #: 26-0685

Agenda Date: 2/17/2026

Agenda #: 8.D.



Procurement Review Comprehensive Checklist

Procurement Services Division

This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 26-0637	RFP, BID, QUOTE OR RENEWAL #: GK-Q34488	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: \$28,980.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$28,980.00
	CURRENT TERM TOTAL COST: \$28,980.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Untethered Labs, Inc. (GateKeeper)	VENDOR #:	DEPT: DuPage County Sheriff's Office	DEPT CONTACT NAME: Jason Snow
VENDOR CONTACT: Pearl Kim	VENDOR CONTACT PHONE: 240-547-5446	DEPT CONTACT PHONE #: 630-407-2072	DEPT CONTACT EMAIL: jason.snow@dupagesheriff.org
VENDOR CONTACT EMAIL: sales@gkaccess.com	VENDOR WEBSITE: www.gkaccess.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.). The Sheriff's Office uses a connection to the FBI and State records. They are mandating that computers that have access to this connection or the data from it must have multi-factor authentication (MFA). This the renewals of support and services. This is a sole source because they only sell directly and only have the wireless technology we are looking for.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished We have looked at multiple MFA technologies. This Solution is the best for what we are looking for. The wireless dongle helps us who is at the computer, and when the user walks away from the computer, the computer will lock. One of the requirements is to have a way to lock the computer when there is no user or activity on it. If we do not use this Solution, we will have to use other means that could impact the computers' day-to-day operations.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

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. SOLE PROVIDER OF A LICENSED OR PATENTED GOOD OR SERVICE
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. The solution offers a wireless dongle for a part of their MFA solution. This is key feature we are looking for.
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. We have test the solution and it meets our needs.
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. Wireless authentication is a feature that is not available from other vendors. This allows the computer to lock when the user walks away. This will guarantee that the user is not on the computer.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Untethered Labs, Inc. (GateKeeper)	Vendor#:	Dept: DuPage County Sheriff's Office	Division: Civil
Attn: Pearl Kim	Email: sales@gkaccess.com	Attn: Colleen Zbilski	Email: colleen.zbilski@dupagesheriff.org
Address: 5000 College Avenue, Suite 2103	City: College Park,	Address: 501 N County Farm RD	City: Wheaton
State: MD	Zip: 20740	State: IL	Zip: 60187
Phone: 240-547-5446	Fax:	Phone: 630-407-2122	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Untethered Labs, Inc. (GateKeeper)	Vendor#:	Dept: DuPage County Sheriff's Office	Division: IT
Attn: Pearl Kim	Email: sales@gkaccess.com	Attn: Jason Snow	Email: jason.snow@dupagesheriff.org
Address: 5000 College Avenue, Suite 2103	City: College Park,	Address: 501 N County Farm RD	City: Wheaton
State: MD	Zip: 20740	State: IL	Zip: 60187
Phone: 240-547-5446	Fax:	Phone: 630-407-2072	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 4, 2026	Contract End Date (PO25): Feb 4, 2027

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/Activity Code	Unit Price	Extension
1	600	EA		GateKeeper Enterprise Ultimate License (Annual) GateKeeper Enterprise Annual Ultimate tier license (1 per user)	FY26	1000	4404	53806		96.00	57,600.00
2	600	EA		Discount	FY26	1000	4404	53806		-48.00	-28,800.00
3	1	EA		GateKeeper Cloud Hosting Annual	FY26	1000	4404	53806		240.00	240.00
4	1	EA		Discount	FY26	1000	4404	53806		-60.00	-60.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 28,980.00

<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.

Untethered Labs, Inc.

7500 Greenway Center Dr Ste 505
Greenbelt, MD 20770
+12405475446
sales@gkaccess.com
www.gkaccess.com



Estimate

ADDRESS	SHIP TO	ESTIMATE	GK-Q34488
Jason Snow	Jason Snow	DATE	12/30/2025
DuPage County Sheriff's Office	DuPage County Sheriff's Office		

PRODUCT	SKU	QTY	RATE	AMOUNT
GateKeeper Enterprise Ultimate License (Annual) GateKeeper Enterprise Annual Ultimate tier license (1 per user) DATES: 2/4/2026 - 2/4/2027	GKENT-A-UL	600	96.00	57,600.00
Discount		600	-48.00	-28,800.00
GateKeeper Cloud Hosting Annual GateKeeper Annual Cloud Hosting fees (1 per customer)	GKENT-A-CL	1	240.00	240.00
Discount		1	-60.00	-60.00

ACH (Preferred) Credit Card	TOTAL	\$28,980.00
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Wire Transfer:
Bank: Truist
Name: Untethered Labs, Inc.
Account: 1000181659607
Routing Number: 061000104

Check:
Untethered Labs, Inc.
7500 Greenway Center Dr, Suite 505, Greenbelt, MD 20770

Accepted By

Accepted Date



February 3, 2026

DuPage County Sheriff's Office
501 N County Farm Road,
Wheaton, Illinois 60187

RE: Sole Source Vendor

This letter is to confirm that **GateKeeper Enterprise** is a proprietary solution developed, manufactured, sold and distributed by **Untethered Labs, Inc.**

While there are other authentication and access-control products available in the broader market, Untethered Labs is the only provider of GateKeeper Enterprise and its specific patented wireless proximity-based architecture.

The following are the sole source reason(s):

Based on our understanding of currently available commercial offerings, we are not aware of any alternative solution that provides the same combination of functionality, architecture, and operational capabilities. No viable substitutes will meet the exact needs or specifications required for DuPage County Sheriff's Office.

-Product is patented. [US20150302188A1 - System and method for wireless proximity-based access to a computing device](#), which covers the key Bluetooth token based approach used by GateKeeper Enterprise.

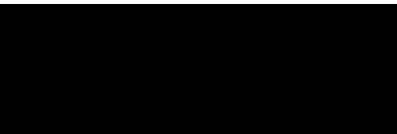
-

All new features released and added to our Ultimate Tier—the premium level of our offerings—will be automatically available to DuPage County Sheriff's Office.

Based on the above, GateKeeper Enterprise represents a unique solution whose patented design and functional characteristics are not replicated by other commercially available products in a manner that would satisfy the same requirements or intended use.

If you require additional information or clarification to support this determination, please feel free to contact me at +1-(240) 547-5446 or visit our website at www.gkaccess.com

Sincerely,



Siddharth Potbhare
CEO
Untethered Labs
sid@gkaccess.com



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Untethered Labs, Inc.
CONTACT PERSON:	Siddharth Potbhare
CONTACT EMAIL:	Sid@gkaccess.com

Section II: Procurement Ordinance Requirements

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 the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. 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.

Has the Bidder made contributions as described above?

- Yes
- No

If "Yes", complete the required information in the table below.

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.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

Yes

No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

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 and supplemental disclosure is required. The Bidder agrees 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 of the County's Ethics Ordinance is available at:

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

The full text of the County's Procurement Ordinance is available at:

https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Siddharth Potbhare

Signature: 

Title: CEO

Date: 2/3/2026