



DU PAGE COUNTY

Technology Committee

Regular Meeting Agenda

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

Tuesday, April 7, 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. [26-1103](#)
Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, March 3, 2026
6. PROCUREMENT REQUISITIONS
 - 6.A. [TE-P-0005-26](#)
Recommendation for the approval of a contract to JustFOIA, Inc., for the procurement of implementation services, training, licensing, and support for JustFOIA Records Request Tracking Solution, for Information Technology, for the period of April 15, 2026 through April 14, 2027, for a contract total amount of \$36,404.33. Contract pursuant to the Intergovernmental Cooperation Act (OMNIA Agreement #01-162).
 - 6.B. [TE-P-0006-26](#)
Recommendation for the approval of a contract to CivicPlus, LLC, for the procurement of annual DocAccess document accessibility services, for Information Technology, for the period of April 15, 2026 through April 14, 2027, for a contract total amount of \$64,404.59. Contract pursuant to the Intergovernmental Cooperation Act (GSA Contract #GS-35F-0124U).
7. INFORMATIONAL ITEMS
 - 7.A. [JPS-R-0012-26](#)
Amendment to Contract 23-064-SHF, issued to ViaPath Technologies, to provide communication services to the detainees in the DuPage County Correction Center, to extend the contract to October 18, 2029. (Sheriff's Office)

7.B. [JPS-P-0017-26](#)

Recommendation for the approval of a contract to Logicalis, Inc., for IBM Passport software, for the Clerk of the Circuit Court, for the period April 1, 2026 through March 31, 2027, for a total contract amount of \$111,214.44; per renewal of bid #24-011-CCC, second of three optional renewals. (Clerk of the Circuit Court)

7.C. [JPS-P-0018-26](#)

Recommendation for the approval of a contract purchase order issued to Promega Corporation, for the purchase of a new genetic analyzer, for the Sheriff's Office, for the period of March 24, 2026 through March 23, 2027, for a contract total amount not to exceed \$149,505. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - owner and sole provider.) (Sheriff's Office)

7.D. [JPS-P-0019-26](#)

Recommendation for the approval of a contract to NicheVision Forensics, LLC, for the purchase of new software for the genetic analyzer, for the Sheriff's Office, for the period of March 10, 2026, through March 9, 2027, for a contract total amount not to exceed \$40,780. Pursuant to 55 ILCS 5/5-1022(c) - Sole Source. (Sheriff's Office)

7.E. [26-0901](#)

Recommendation for the approval of a contract to AT&T Corp., to provide analog telecommunication services, as needed for the Division of Transportation, to communicate with traffic signals, for the period April 7, 2026 through February 29, 2028, for a contract total not to exceed \$28,000. Contract per 55 ILCS 5/5-1022(d) exempt from bidding -(IT/Telecom purchases which do not exceed \$35,000).

8. OLD BUSINESS**9. NEW BUSINESS****10. ADJOURNMENT**



Minutes

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

File #: 26-1103

Agenda Date: 4/7/2026

Agenda #: 5.A.



DU PAGE COUNTY

Technology Committee

Final Summary

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

Tuesday, March 3, 2026

11:00 AM

Room 3500B

1. CALL TO ORDER

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

Member Galassi was late due to attending the Health and Human Services Committee meeting.

PRESENT	Berlin, Chaplin, Covert, Eckhoff, Henry, Kaczmarek, Martinez, White, and Yoo
ABSENT	Lukas
LATE	Childress, and 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. [26-0819](#)

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

Attachments: [2026-02-17 Technology Minutes](#)

RESULT:	APPROVED
MOVER:	Gwen Henry
SECONDER:	Elizabeth Chaplin

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.

Attachments: [Insight \(Okta\) - PRCC](#)
 [Insight \(Okta\) - Omnia Contract #23-6692-03](#)
 [Insight \(Okta\) - Quotation #0229095951](#)
 [Insight \(Okta\) - VED](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Yeena Yoo
SECONDER:	Elizabeth Chaplin

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.

Attachments: [Travel Request - Zendesk Relate 2026](#)

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Elizabeth Chaplin

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)

Attachments: [CDW \(Election Commission Equipment\) - PRCC](#)
 [CDW \(Election Commission Equipment\) - Quote #1CJNBDV](#)
 [CDW \(Election Commission Equipment\) - Omnia Contract #2024056-01](#)
 [CDW \(Election Commission Equipment\) - Vendor Ethics](#)

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

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)

Attachments: [Global Point - PRCC](#)
[Global Point - Proposal](#)
[Global Point - Scorecard](#)
[Global Point - Price & Signature Pages](#)
[Global Point - Vendor Ethics](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Michael Childress
SECONDER:	Elizabeth Chaplin

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)

Attachments: [Zoho-PRCC.pdf](#)
[Zoho-Quote.pdf](#)
[Zoho-Sole Source-Redacted.pdf](#)
[Zoho-Vendor Ethics-Redacted.pdf](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Yeena Yoo
SECONDER:	Elizabeth Chaplin

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)

Attachments: [Untethered - PRCC](#)
 [Untethered - Quote](#)
 [Untethered - Sole Source](#)
 [Untethered - Vendor Ethics](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Michael Childress
SECONDER:	Elizabeth Chaplin

9. IT PROJECT UPDATES

CIO Anthony McPhearson provided an update to the committee on IT projects, as attached hereto.

10. OLD BUSINESS

No old business was discussed.

11. NEW BUSINESS

Member Galassi welcomed students from the AP Government class from Hinsdale Central High School. She said she loves having students shadow her and she appreciates the teacher's initiative to encourage students understand a day in the life of local government.

12. 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-0005-26

Agenda Date: 4/7/2026

Agenda #: 6.A.

AWARDING RESOLUTION ISSUED TO
JUSTFOIA, INC.
FOR IMPLEMENTATION SERVICES, TRAINING,
LICENSING, AND SUPPORT
FOR INFORMATION TECHNOLOGY
(CONTRACT TOTAL AMOUNT \$36,404.33)

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 OMNIA Partners Cooperative Agreement #01-162; and

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and the OMNIA Partners Cooperative Agreement #01-162, the County of DuPage will contract with JustFOIA, Inc.; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to JustFOIA, Inc., for implementation services, training, licensing, and support for JustFOIA Records Request Tracking Solution, for the period of April 15, 2026 through April 14, 2027, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for implementation services, training, licensing, and support for JustFOIA Records Request Tracking Solution, for the period of April 15, 2026 through April 14, 2027, for Information Technology, be, and it is hereby approved for issuance of a contract by the Procurement Division to JustFOIA, Inc., 3717 Apalachee Parkway, Suite 201, Tallahassee, FL 32311, for a contract total amount not to exceed \$36,404.33, per contract pursuant to the OMNIA Partners Cooperative Agreement #01-162.

Enacted and approved this 14th day of April, 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#: 26-1024	RFP, BID, QUOTE OR RENEWAL #: Quote #4026	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$36,404.33
COMMITTEE: TECHNOLOGY	TARGET COMMITTEE DATE: 04/07/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$36,404.33
	CURRENT TERM TOTAL COST: \$36,404.33	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: JustFOIA, Inc.	VENDOR #:	DEPT: IT	DEPT CONTACT NAME: Richard Burnson
VENDOR CONTACT: Murray Smith	VENDOR CONTACT PHONE: 850-757-7291	DEPT CONTACT PHONE #: 630-407-5064	DEPT CONTACT EMAIL: Richard.Burnson@dupagecounty.gov
VENDOR CONTACT EMAIL: msmith@justfoia.com	VENDOR WEBSITE: justfoia.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.). Implementation services, training, licensing, and support for JustFOIA Records Request Tracking Solution, per OMNIA #01-162 contract pricing.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This procurement is necessary to implement a secure, scalable solution that improves records management efficiency and public service delivery. The JustFOIA partnership provides ongoing support, training, and a highly configurable system that can adapt to evolving organizational needs. Key objectives include enhancing operational efficiency through unlimited user access, strengthening compliance with government security standards, improving staff adoption through continuous training, and expanding capabilities beyond FOIA to manage additional workflows. Overall, this investment ensures a flexible, compliant, and future-ready platform that maximizes long-term value.			

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 are utilizing OMNIA #01-162 contract 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) Approve this contract to improve records management efficiency and public service delivery. 2) Continue relying on less efficient, potentially manual or fragmented processes for managing records requests.

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: JustFOIA, Inc.	Vendor#:	Dept: IT	Division:
Attn: Murray Smith	Email: msmith@justfoia.com	Attn: Sarah Godzicki	Email: ITAP@dupagecounty.gov
Address:	City:	Address: 421 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone: (850) 757-7291	Fax:	Phone: 630-407-5037	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: JustFOIA, Inc.	Vendor#:	Dept: IT	Division:
Attn:	Email:	Attn: Richard Burnson	Email: Richard.Burnson@dupagecounty.gov
Address: 3717 Apalachee Parkway, Suite 201	City: Tallahassee	Address: 421 N. County Farm Road	City: Wheaton
State: FL	Zip: 32311	State: IL	Zip: 60187
Phone: (866) 761-5301	Fax:	Phone: 630-407-5064	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 15, 2026	Contract End Date (PO25): Apr 14, 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		Recurring Annual Services	FY26	1000	1110	53807		25,739.33	25,739.33
2	1	EA		Professional Services	FY26	1000	1110	53020		10,665.00	10,665.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 36,404.33

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please send PO to Sarah Godzicki & Richard Burnson and copy both when emailing 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.

ADDENDUM NO. 1 TO MASTER SERVICES AGREEMENT NO. 21828

Pursuant to Master Services Agreement No. 21828 ("**Agreement**"):

This Order, designated as Addendum No. 1, is entered into as of _____, ("**Order Effective Date**"), by and between JustFOIA, Inc. ("Company" or "JustFOIA") and Client. This Order is subject to the Agreement and the following terms that are applicable to Company providing Company software (the "Solution") to Client. Company is an affiliate of MCCi and will provide the Solution as set forth hereunder. Company will invoice Client directly for the same. If there is any conflict between a provision of the Agreement and this Order, the Order will control. Any capitalized terms not otherwise defined herein shall have the meaning set forth in the Agreement. This Order supersedes any previous quotes or proposals received. Use of pre-printed forms, including, but not limited to, email, purchase orders, shrink-wrap or click-wrap agreements, acknowledgements, or invoices, is for convenience only, and all unilaterally issued and/or pre-printed terms and conditions stated thereon, except as specifically set forth in this Order, are void and of no effect.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum No. 1 to be executed by their respective duly authorized representatives as of the Addendum Effective Date.

JustFOIA, Inc

DUPAGE COUNTY ("Client")

Signed: _____

Signed: _____

Name: _____

Name: Richard Burnson

Title: _____

Title: Deputy CIO

Date: _____

Date: _____

PRICING



3717 Apalachee Parkway, Suite 201
 Tallahassee, FL 32311
 850.701.0725
 850.564.7496 fax

Client Name: DuPage County
Client Address: 421 North County Farm Road, Wheaton, IL 60189
Quote Number: 40932
Quote Type: New JustFOIA System
Site Name: DuPage County, IL
URL: dupagecounty.justfoia.com

Bill to: Sarah Godzicki
ITAP@dupagecounty.gov
Ship to: Richard Burnson
richard.burnson@dupagecounty.gov
cc AP Contact: ITAP@dupagecounty.gov

Quote Date: 3/25/26

Subscription Period Start Date:
 Date of Contract Execution
Subscription Period End Date:
 12 Months from Date of Contract Execution

<i>Product Description:</i>	<i>Qty.</i>	<i>Unit Cost</i>	<i>OMNIA - NCPA 01-162</i>	<i>Total</i>
<u>JustFOIA ANNUAL RECURRING SERVICES</u>				
<input checked="" type="checkbox"/> JustFOIA Pro Plus: 400,000+ Population	1	\$18,295.00	\$16,465.50	\$16,465.50
<input checked="" type="checkbox"/> Payment Portal for JustFOIA Pro Plus	1	\$2,744.25	\$2,469.83	\$2,469.83
<input checked="" type="checkbox"/> Single Sign-On (SSO)	1	Included	Included	Included
<input checked="" type="checkbox"/> Any & All Document Management	1	Included	Included	Included
<input checked="" type="checkbox"/> Unlimited Admins, Power Users & General Users	1	Included	Included	Included
<input checked="" type="checkbox"/> Unlimited Storage	1	Included	Included	Included
<u>JustFOIA SUPPLEMENTAL SUPPORT SUBSCRIPTION</u>				
<input checked="" type="checkbox"/> JustFOIA Process Administration Support Services	1	\$7,560.00	\$6,804.00	\$6,804.00
<i>Up to 40 hours of JustFOIA staff time to be used post-implementation for training, consultation, configuration or adjustments to workflows. Hours expire when subscription period ends.</i>				

SUBTOTAL - RECURRING ANNUAL SERVICES	\$25,739.33
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<i>Service Description:</i>	<i>Qty.</i>	<i>Unit Cost</i>	<i>OMNIA - NCPA 01-162</i>	<i>Total</i>
<u>JustFOIA SERVICE PACKAGES</u>				
<input checked="" type="checkbox"/> Pro Implementation	1	Included	Included	Included
<input checked="" type="checkbox"/> Configuration of 1 Request Form <i>• DuPage County FOIA Records Requests</i>	1	Included	Included	Included
<input checked="" type="checkbox"/> Additional Request Form Configuration <i>• DuPage County Elected Officials FOIA Records Requests</i>	1	\$1,500.00	\$1,350.00	\$1,350.00
<input checked="" type="checkbox"/> Additional Department Onboarding <i>• DuPage County Sheriff's Office FOIA Records Request</i>	1	\$2,250.00	\$2,025.00	\$2,025.00
<input checked="" type="checkbox"/> Payment Portal Configuration <i>for Global Payments, Authorize.NET, PayPal, NIC, Catalis, or Paymentus payments</i>	1	\$750.00	\$675.00	\$675.00
<input checked="" type="checkbox"/> Single Sign-On Configuration	1	Included	Included	Included



<input checked="" type="checkbox"/>	DirectRoute Workflow Configuration	2	\$2,500.00	\$2,250.00	\$4,500.00
	<i>Drop-down menu that changes the request status and notifies the assignee.</i>				
<input checked="" type="checkbox"/>	Any & All Document Management Configuration	1	Included	Included	Included
<input checked="" type="checkbox"/>	Remote End-User Training	1	\$500.00	\$450.00	\$450.00
<input checked="" type="checkbox"/>	Dynamic Fields Configuration (up to 10/package)	5	\$370.00	\$333.00	\$1,665.00

SUBTOTAL - ONE-TIME SERVICES	\$10,665.00
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YEAR 1 ORDER COST	\$36,404.33
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All Quotes Expire 30 Days from Quote Date

This is NOT an invoice. Please use this confirmation to initiate Client's purchasing process.

RECURRING SERVICES

Client has elected to license the JustFOIA software provided as a service (the "Solution").

An annual increase of 5% will be applied to the immediately preceding annual rates (excluding any initial or one-time discounts). The Recurring Services portion of this Order and/or applicable Addendum will renew upon payment of annual renewal invoice or will terminate as set forth below ("Termination" section).

SALES TAX

Sales tax will be invoiced where the Client is not exempt and/or has not communicated its tax status to JustFOIA. Sales tax is not included in the fee quote above.

TERMINATION

Either party may terminate this Order upon any of the following:

- Thirty (30) days after one party notifies the other in writing that they are in breach or default of this Order, unless the breaching party cures such breach or default within such thirty (30) day period; or
- Fifteen (15) days after the filing of a petition in bankruptcy by or against either party, any insolvency of a party, any appointment of a receiver for such party, or any assignment for the benefit of such party's creditors (a "Bankruptcy Event"), unless such party cures such Bankruptcy Event within the fifteen (15) day period; or
- If Client has not paid in full the renewal invoice within 45 days after scheduled renewal date of the Recurring Services, the Order (and/or applicable addendum) will systematically terminate, but may be reinstated if/when the Client pays the renewal invoice in full (including any applicable reinstatement fees); or
- If Client is a city, county, or other government entity the following applies: If Client's governing body fails to appropriate sufficient funds to make payments due and to become due during Client's next fiscal period, Client may, subject to the terms herein, terminate the Order as of the last day of the fiscal period for which appropriations were received (each an "Event of Non-appropriation"). Client agrees to deliver notice of an Event of Non-appropriation to JustFOIA at least 30 days prior to the end of Client's then-current fiscal period, or if an Event of Non-appropriation has not occurred by that date, promptly upon the occurrence of any such Event of Non-appropriation. If this Order is terminated following an Event of Non-appropriation, Client agrees to compensate JustFOIA for services rendered prior to such Event of Non-appropriation.

[remainder of page intentionally left blank]

BILLING

JustFOIA will invoice Client as follows:

Product/Service Description	Timing of Billing
Recurring Services	<ul style="list-style-type: none">▪ Initial Sale: Upon receipt of Order.▪ Annual Renewal: 75 days in advance of expiration date.
One-Time Services	50% upon project kickoff, remaining 50% upon project completion and project acceptance.

JustFOIA shall not send any invoices, nor claim payment, for any fees or expenses incurred by JustFOIA until both parties authorize this Order.

PAYMENT

Client agrees to pay all undisputed invoices and undisputed portions of a disputed invoice in full within the period of time set forth for payment and approval in the Local Government Prompt Payment Act (605 ILCS 505/1, et seq.). Notwithstanding any payment terms to the contrary, while Company will send a renewal invoice approximately 75 days prior to the expiration of the then current Recurring Services, the payment is not considered delinquent unless it occurs after the expiration date of the Recurring Services. Once payment has been received, no refunds for Recurring Services are available.

TECHNICAL & SUPPLEMENTAL SUPPORT

To support your journey, it's important to have a plan in case issues or needs arise.

Technical Support

JustFOIA Technical Support is provided for all clients through the online support center, by email (support@JustFOIA.com), or by telephone (800-342-2633), during business hours of 8 a.m. to 8 p.m. Eastern Time. Technical Support covers Solution break/fix support, version updates, and continued educational resources including the JustFOIA Training Center.

	JustFOIA Technical Support Services	JustFOIA Managed Support Services	JustFOIA Process Administration Support Services
Description	Technical	JMSS	JPASS
Easy access to JustFOIA's team of support technicians for break/fix support issues (i.e., error codes, bug fixes, etc.) & basic Q&A support	■	■	■
Remote access support through web meeting	■	■	■
Access to version updates, security updates and hotfixes	■	■	■
Customized JustFOIA Training Center Support	■	■	■
Access to high-level support technicians with enhanced knowledge		■	■
Remote Training for New/Existing Users		■	■
Annual System Review (upon Client request)		■	■
System Settings Consultation		■	■
Assistance with Current System Modifications*		■	■
Assistance with New System Configurations**		■	■
Configuration Changes to Routing of Current DirectRoute Workflows		■	■
Dedicated Technical Support Professional			■
Institutional Knowledge of Client's Solution			■
Proactive recurring consultation calls upon the Client's request			■
Adjust Current SSO or Payment Portal Connections			■

***Current System Modifications** includes Public Portal, Forms, Standard Workflows, Email Templates, Advanced Reports, Custom Dashboards, Dynamic Fields, Users, and Redaction settings.

****New System Configurations** includes Users, Forms, Standard Workflows, Email Templates, Advanced Reports, Custom Dashboards, Dynamic Fields, Users, and Redaction settings. This will also include new additional features that are added to Client's subscription in the future.

Note on Hours usage: JustFOIA allows clients to use their hours for a multitude of post-implementation services, as long as a request will not start a service that cannot be completed within the hours available. The creation of new DirectRoute Workflows is not included in Supplemental Support Services.

JustFOIA Supplemental Support Services

Want an enhanced level of post-implementation support? JustFOIA offers two supplemental support packages, Managed Support Services (JMSS) or Process Administration Support Services (JPASS), to cover ongoing consultation, training, and configuration services. A supplemental support package is strongly encouraged to be included with every renewal and is an annual subscription. Pricing is based on the package purchased and is an advanced discounted block of hours, which expires on the same date as Client's annual renewal. JMSS pricing for the advanced block of hours is based on JustFOIA's Support Technician hourly rate discounted by 10%. JPASS pricing for the advanced block of hours is based on JustFOIA's Senior Support Technician hourly rate discounted by 10%.

Supplemental Support Package Definitions

ENHANCED KNOWLEDGE

You'll have access to our team of more knowledgeable support technicians.

REMOTE TRAINING

Additional remote training is conducted to train new users or as refresher training for existing users.

SYSTEM CONSULTATION

JustFOIA offers best practices consultation that includes recommendations for adding additional departments, statuses, email templates, etc.

CONFIGURATION/MODIFICATION SERVICES

Configuration/modification services for request forms, standard workflows, email templates, dynamic form fields, and more.

CHANGES TO ROUTING OF CURRENT DIRECTROUTE WORKFLOWS

For clients with a DirectRoute Workflow, we will make minor adjustments such as changing the routing individual to maintain your DirectRoute Workflow.

DEDICATED SUPPORT PROFESSIONAL & INSTITUTIONAL KNOWLEDGE

You will be assigned a dedicated support professional who will gain institutional knowledge of your agency's unique setup and configuration of the JustFOIA solution.

PROACTIVE, RECURRING CALLS UPON REQUEST

Clients can request to have a recurring call with their dedicated support professional (monthly or quarterly) to discuss recommended changes, questions, or concerns.

ADJUSTMENT OF CURRENT SINGLE-SIGN ON OR PAYMENT PORTAL CONNECTIONS

JustFOIA can assist with adjusting the current SSO or Payment Portal connection.

SERVICE PACKAGES

GENERAL ASSUMPTIONS

The following assumptions serve as the basis for the Service Package(s) reflected below. Any service or activity not described below is not included in the scope of services to be provided. Variations to the following may impact the Service Package's cost and/or schedule, justifying a change order.

- JustFOIA's completion of a Deliverable to Client shall constitute that JustFOIA has conducted its own review and believes it meets Client's requirements. Client shall then have the right to conduct its own review of the Deliverable as Client deems necessary. If Client, in its reasonable discretion, determines that any submitted Deliverable does not meet the agreed upon expectations, Client shall have five (5) business days after JustFOIA's submission to give written notice to JustFOIA specifying the deficiencies in reasonable detail. JustFOIA shall use reasonable efforts to promptly resolve any such deficiencies. Upon resolution of any such deficiencies, JustFOIA shall resubmit the Deliverable for review as set forth above. Notwithstanding the foregoing, if Client fails to reject any Deliverable within five (5) business days, such Deliverable shall be deemed accepted.
- If either party identifies a business issue during the project, JustFOIA and Client must jointly establish a plan to resolve the issues with potential impact analysis of timeline and budget within five (5) business days of identification. Any necessary business decision resulting from the identified business issues must be made by Client within five (5) business days from request.
- Client will maintain primary contacts and project staff for the duration of the project, as a change in staff may result in a change order for time spent by JustFOIA on retraining, reeducating, or changes in direction.
- Any deviations from the contract will be documented in a Change Order that Client must execute.
- All rates are based on normal business hours, Monday through Friday from 8 am to 5 pm local time. If scheduling needs to occur after business hours, additional rates may apply.
- For JustFOIA to excel in providing the highest level of service, Client must provide timely access to technical resources. Client must provide adequate technical support for all JustFOIA installation and support services. If Client does not have "in-house" technical support, it is Client's responsibility to make available the appropriate Information Technology resources/consultant when needed.
- Client will ensure that all Client's personnel who may be necessary or appropriate for the successful performance of the services will, on reasonable notice: (i) be available to assist JustFOIA personnel by answering business, technical and operational questions and providing requested documents, guidelines, and procedures in a timely manner; (ii) participate in the services as reasonably necessary for performance under this Order; and (iii) be available to assist JustFOIA with any other activities or tasks required to complete the services in accordance with this Order.
- Note that all services contracted for must be done as part of the initial implementation. For the avoidance of doubt, if there are services or portions thereof that the Client does not elect to implement as part of the initial implementation, such services are forfeited.
- All services, unless otherwise noted, will be performed remotely.

PRO IMPLEMENTATION

CLIENT TASKS & DELIVERABLES

- Provide a visual flow chart and/or narrative of current records request process(es) and requirements
- Attend all scheduled implementation sessions and respond promptly to requests for information
- Complete necessary configuration assignments in a timely manner, including but not limited to:
 - Create General User and Viewer accounts and respective departments
 - Create user-created email templates
- Conduct internal end-user (General User) trainings
- Perform user acceptance testing
- Complete JustFOIA Training Center trainings and certification
- Configure Deflection/Dynamic Fields, unless Dynamic Fields Configuration Package is quoted

JustFOIA TASKS & DELIVERABLES

- Deploy site in the Microsoft Azure Government Cloud
- Set up Client with Training Center accounts
- Conduct Pre-Implementation Session (1 hour) to collect necessary configuration data and outline expectations
- Lead Implementation Launch Session (1 hour) to identify implementation milestones and introduce Client to public facing JustFOIA site and request form(s)
- Establish and configure initial Administrator and Power User security credentials and respective departments
- Personalize Public Portal with Client branding
- Configure number of request forms defined in Order and necessary request statuses and workflow task lists
- Complete initial configuration of observed holidays
- Complete initial configuration of system email templates
- Conduct two (2) Remote System Trainings (1.5 hours and 1 hour respectively); recordings made available in Training Center
- Conduct one (1) Remote Workflow Training (1 hour per form process); recording made available in Training Center
- Provide training support and resources to Administrator and Power User Team for end-user trainings
- Provide technical support through user testing before going live
- Assist with transition to Client Success and Support Teams
- Provide Go-Live Marketing Press Kit

ADDITIONAL REQUEST FORM CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Provide a visual flow chart and/or narrative of desired records request process(es) and request form requirements

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering
- Configure and implement desired form and necessary request statuses and workflow task lists
- Complete testing

EXCEPTIONS

- Creation of DirectRoute Workflows

ADDITIONAL DEPARTMENT ONBOARDING

CLIENT TASKS & DELIVERABLES

- Provide a visual flow chart and/or narrative of current records request process and requirements
- Attend all scheduled implementation sessions and respond promptly to requests for information
- Complete necessary configuration assignments in a timely manner
- Perform user acceptance testing

JustFOIA TASKS & DELIVERABLES

- Conduct Pre-Implementation Session (1 hour) to collect necessary configuration data and outline expectations
- Conduct Implementation Launch Session (1 hour) to identify implementation milestones and introduce Client to public-facing JustFOIA site and request form(s)
- Establish and configure initial Administrator and Power User security credentials and respective departments
- Configure one (1) request form and necessary request statuses and workflow task lists
- Provide technical support through user testing before going live
- Conduct one (1) Remote System Training for form Administrator and Power Users (1 hour); recording made available in Training Center
- Conduct one (1) Remote Workflow Training (1 hour); recording made available in Training Center

PAYMENT PORTAL CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Review [Payment Portal Guide](#)
- Set up an account with a valid Payment Processor (Global Payments, Authorize.net, PayPal, NIC, Catalis, Point And Pay, or Paymentus payments)*

**Recommended that merchant account application be completed at the time of JustFOIA contract execution to avoid project delays.*

- Supply necessary credentials from Payment Processor. Examples include:
 - Client Key
 - Web Key
 - API Identifier
 - Payment Type Name
 - Allowed Payment Method
- Participate in testing process

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering
- Configure and implement Payment Portal

SINGLE SIGN-ON (SSO) CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Review [Single Sign-on Guide](#)
- Follow the [Single Sign-on Guide and](#) best practices documentation for your Identity Provider of choice
- Choose a protocol to connect with (e.g.: SAML, Open ID Connect)
- Attend an Integration Call with JustFOIA to walk through any outstanding setup and Q&A, within the scope of JustFOIA responsibilities
- Work with JustFOIA to determine what pieces of information will be needed
- Participate in testing

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering
- Configure JustFOIA SSO:
 - Deliver any relevant documentation for connection type to the client
 - Integration call with Client to walk through any outstanding setup and Q&A, within the scope of JustFOIA responsibilities
 - Information gathered by client is provided to JustFOIA
 - Enterprise Connection is created and established in the JustFOIA system
 - Client tests the connection to validate it is configured and working correctly
- Complete testing

DIRECTROUTE WORKFLOW CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Provide a detailed outline of the desired trigger field (department checkboxes or department dropdown on the request form and desired submission outcome for the initial routing automation)

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering (not to exceed 2 hours)
- Configure and implement DirectRoute Workflow based on requestor form inputs (not to exceed 5 hours)
- Complete testing

ANY & ALL DOCUMENT MANAGEMENT CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Attend remote Document Management training and respond promptly to requests for information

JustFOIA TASKS & DELIVERABLES

- Configure and implement Any & All Document Management module
- Conduct one (1) remote Document Management training session (30 minutes); recording uploaded to Training Center

REMOTE END-USER TRAINING

CLIENT TASKS & DELIVERABLES

- Attend end-user training

JustFOIA TASKS & DELIVERABLES

- Conduct end-user training covering a variety of topics specific to the main duties performing by attending users.
Example topics include:
 - Dashboard
 - Request List Page
 - Routing Requests
 - Uploading Response Docs
 - Redaction
 - Time & Materials
 - Correspondence
 - Discussions

DYNAMIC FIELDS CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Provide a list of desired dynamic form field(s), keywords and/or external links

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering (not to exceed 1 hour)
- Configure and implement up to 10 dynamic form fields (not to exceed 1 hour)
- Complete testing

JUSTFOIA TERMS OF SOFTWARE SERVICE

THESE **TERMS OF SOFTWARE SERVICE (THESE “TERMS”)** APPLY TO ALL ORDERS PLACED FOR THE JUSTFOIA SOFTWARE PROVIDED AS A SERVICE (THE “SOLUTION”). THESE PROVISIONS SHALL SURVIVE AFTER TERMINATION OR EXPIRATION OF ANY AND ALL PORTIONS OF THE ORDER.

WARRANTIES & DISCLAIMERS

JUSTFOIA DOES NOT PROMISE THAT THE SOLUTION WILL BE UNINTERRUPTED OR ERROR-FREE. CLIENT ACKNOWLEDGES THAT THERE ARE RISKS INHERENT IN INTERNET CONNECTIVITY THAT COULD RESULT IN THE LOSS OF CLIENT PRIVACY, CLIENT DATA, CONFIDENTIAL INFORMATION, AND PROPERTY.

JustFOIA Warranties

JustFOIA warrants that (i) the Solution shall perform materially in accordance with any specifications or descriptions set forth herein, (ii) subject to exceptions related to non-JustFOIA software, the functionality of the Solution will not be materially decreased during the term of this Order, (iii) JustFOIA will use industry standard measures to not transmit malicious code and the like (“Malicious Code”) to Client, provided that if Client or a user uploads a file containing Malicious Code into the Solution Client shall be liable for the same; and (iv) to JustFOIA’s knowledge, Client’s use of the Solution in strict compliance with the Order shall not infringe or violate the intellectual property rights of any third-party.

The warranties herein are void to the extent of any Client failure to perform in accordance with the Order and any licensing terms. JustFOIA shall not be responsible for any decrease in functionality or other issues that are the result of (i) the Solution not being used in accordance with the Order, (ii) the Solution being modified or altered by or on behalf of Client without JustFOIA’s written permission, or (iii) Internet or network connections, third-party software, streaming services, computers, equipment and/or devices not supplied by JustFOIA.

Client Warranties

Client warrants that JustFOIA’s use of Client data and/or any other item provided by Client, in accordance with the Order will not infringe or violate the intellectual property or other rights of any third-party.

Client warrants that it shall have all rights and licenses of third-parties necessary or appropriate for JustFOIA to access or use such third-party products and agrees to produce evidence of such rights and licenses upon the reasonable request of JustFOIA.

LIMITED LIABILITY

JUSTFOIA’S, THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, CONTRACTORS, AND AGENTS, TOTAL AGGREGATE LIABILITY, FOR ANY AND ALL CLAIMS, DAMAGES, LOSSES, LIABILITIES, COSTS, OR EXPENSES, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR OTHERWISE, ARISING OUT OF OR RELATING TO THESE TERMS, OR USE OF THE SOLUTION (INCLUDING, WITHOUT LIMITATION, LICENSED SOFTWARE, SAAS OFFERINGS HOSTED ON MICROSOFT AZURE, AND ANY RELATED PROFESSIONAL SERVICES), SHALL IN NO EVENT EXCEED AN AMOUNT EQUAL TO THE FEES ACTUALLY RECEIVED BY JUSTFOIA UNDER THE APPLICABLE ORDER GIVING RISE TO THE CLAIM DURING THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH LIABILITY.

LIMITED LIABILITY SHALL NOT APPLY TO: (A) BREACH OF INTELLECTUAL PROPERTY RIGHTS; (B) A BREACH OF ANY APPLICABLE ACCEPTABLE USE POLICY; (C) FRAUD OR WILLFUL MISCONDUCT; OR (D) LIABILITY THAT CANNOT BE EXCLUDED OR LIMITED UNDER APPLICABLE LAW.

LIMITED LIABILITY SET OUT IN THIS SECTION SHALL TAKE PRECEDENCE OVER LANGUAGE INCLUDED IN ANY OTHER AGREEMENT.

CLIENT SOLUTION CUSTOMIZATIONS

JustFOIA is not responsible for any damage caused by the user's customization of the system not performed by JustFOIA. JustFOIA will not be held responsible for correcting any problems that may occur from these customizations.

LICENSED SOFTWARE AND SERVICES

During the term of the Order and any applicable addenda, JustFOIA grants to Client and Client accepts a non-transferable, revocable, non-exclusive, and limited license to use the Solution as defined herein subject to the terms, obligations and restrictions set forth in the Order. All rights to the Solution not granted to Client are reserved by JustFOIA.

CLIENT RESPONSIBILITIES

Files and other content that JustFOIA may provide to Client may be protected by intellectual property rights of others. Client will not copy, upload, download, or share files unless Client has the right to do so. Client, not JustFOIA, will be fully responsible and liable for what is copied, shared, uploaded, downloaded, or otherwise used while using the Solution. Client will not upload malware or any other malicious software to the Solution. Client is also responsible for the timely and accurate fulfillment of records requests, and ensuring that no classified, confidential, or illegal information is provided to or through the Solution.

ACCEPTABLE USE POLICY

Client agrees that it will not misuse or attempt to misuse the Solution, and that the Solution will only be used in a manner consistent with the Order. Client may only store non-confidential data to the Solution. It is understood and agreed that the uploading of confidential data to the Solution shall be allowed for redaction purposes (redaction process not to extend beyond 30 calendar days) and that the Solution is not to be used for long-term storage of unredacted confidential data following closure of the request.

Client acknowledges and agrees that all use of the Solution hosted on the Azure Government Cloud is subject to the Microsoft terms and conditions surrounding the same. JustFOIA's obligations and liability and Client's rights are limited by the same. Further, JustFOIA neither accepts liability for, nor warrants the functionality, utility, availability, reliability, or accuracy of, third-party software or third-party services.

INFORMATION & PRIVACY

By using the Solution, Client will be providing JustFOIA with information. Client retains full ownership of its information, and JustFOIA does not assert ownership. These Terms do not grant JustFOIA any rights to Client's information or intellectual property except for the limited rights that are needed to run the Solution, as explained below.

JustFOIA may need Client's permission to handle its information as directed and required for the functioning of the Solution. An example is hosting files or sharing them. Client hereby grants a license to JustFOIA to use and process such information solely to the extent necessary to fulfill JustFOIA's obligations. This license also extends to trusted third parties JustFOIA works with to do the same.

Client is solely responsible for its conduct, the content of its files, and its communications with others while using the Solution. For example, it is Client's responsibility to ensure that it has the rights or permission needed to comply with these Terms, Terms & Conditions.

INFORMATION SHARING AND DISCLOSURE

JustFOIA may use certain trusted third-party companies and individuals to help JustFOIA provide, analyze, and improve the Solution (including but not limited to data storage, maintenance services, database management, web analytics, payment processing, and improvement of the Solution's features). These third parties may have access to Client's information only for purposes of performing these tasks on JustFOIA's behalf and under obligations similar to those in the Information & Privacy section above.

INTELLECTUAL PROPERTY

The Solution and any services surrounding the same herein are not considered “Works made for Hire” or otherwise a grant of any right, title or interest. Except for the license grant herein, all rights to the Solution and all services surrounding the same are—and remain—with JustFOIA. Client shall retain a non-exclusive, royalty-free, world-wide, perpetual license to use the outputs generated by Solution and stored external to Solution by Client during the Subscription Period.

Except for the license grants hereunder, as between Client and JustFOIA, Client retains all rights to Client data and information.

ACCOUNT SECURITY

Client is responsible for any activity using its account and for safeguarding the passwords used to access the Solution, including not disclosing passwords to any third-party. Client will immediately notify JustFOIA of any unauthorized use of Client’s account. Client acknowledges that if it wishes to protect its transmission of data or files to the Solution, it is Client’s responsibility to use a secure network to communicate with the Solution.

DATA RETENTION & ACCESS

JustFOIA will retain Client’s information (data hosted in the Solution) for as long as its account is active or as needed to provide the Solution. If Client wishes to cancel its account or request that JustFOIA no longer use Client’s information to provide the Solution, Client may request that JustFOIA delete its account. JustFOIA may retain and use Client’s information as necessary to comply with legal obligations, resolve disputes, and enforce mutual agreements. Consistent with these requirements, Client may request that JustFOIA delete Client’s information. Please note, however, that there might be latency in deleting information from JustFOIA servers and backed-up versions might exist after deletion. In addition, JustFOIA does not delete Client information from its server’s files that Client has in common with other users, provided that JustFOIA’s confidentiality obligations will persist with regard to such retained confidential information. Client understands and agrees that once the Client instance of the Solution is decommissioned, JustFOIA may not be able to provide Client a copy of the data included therein. Client agrees that it will back up all Client information that it requires. JustFOIA may decommission any environment after 45 days of Client not maintaining an active subscription to the applicable environment, including without limitation, as a result of non-renewal and/or non-payment. For the avoidance of doubt, if Client has an active subscription, Client may download its data at any time.

NON-JUSTFOIA APPLICATIONS AND PROVIDERS

The Solution may contain links to third-party websites or resources. JustFOIA does not endorse and is not responsible or liable for third-party websites, including, without limitation, availability, accuracy, the related content, products, or services. Client is solely responsible for its use of any such websites or resources.

Acquisition of Non-JustFOIA Products and Services

JustFOIA or third parties may from time to time make available to Client third-party products or services, including but not limited to non-JustFOIA applications and implementation, customization, and other consulting services. Such products and services shall be clearly designated as provided by a third-party in the applicable Order. Any acquisition by Client of such non-JustFOIA products or services, and any exchange of data between Client and any non-JustFOIA provider, is solely between Client and the applicable non-JustFOIA provider. JustFOIA does not warrant or support products or services not provided by JustFOIA, whether or not they are designated by JustFOIA as “Certified” (as that term is defined below) or otherwise, except as specified in the Order and/or applicable addenda. No purchase of non-JustFOIA products or services is required to use the Solution except a supported computing device, operating system, web browser and Internet connection, all of which Client is solely responsible for providing in accordance with the specifications that may be provided by JustFOIA from time to time. For purposes of the Order, “Certified” shall describe applications and other products developed and sold by third parties that JustFOIA has verified interoperate with the Solution.

Non-JustFOIA Applications and Client information

If Client installs or enables non-JustFOIA applications for use with the Solution, Client acknowledges that JustFOIA may allow providers of those non-JustFOIA applications to access Client information as required for the interoperation of such non-JustFOIA applications with the Solution. JustFOIA shall not be responsible for any disclosure, modification or deletion of Client information resulting from any such access by non-JustFOIA application and/or providers. The Solution shall allow Client to restrict such access by restricting users from installing or enabling such non-JustFOIA applications for use with the Solution. JustFOIA is not responsible for, and Client agrees to hold JustFOIA harmless from any third-party claims or liability owed to third parties resulting from any unauthorized use or disclosure or any damage or loss of Client information as a result of use of non-JustFOIA applications or access to Client information by non-JustFOIA application and/or providers.

Integration with Non-JustFOIA Services

The Solution may contain features designed to interoperate with non-JustFOIA applications (e.g., Laserfiche, Adobe, Authorize.net, or PayPal applications). To use such features, Client may be required to obtain access to such non-JustFOIA applications from their providers. If the provider of any such non-JustFOIA application ceases to make the non-JustFOIA application available for interoperation with the corresponding Solution features on reasonable terms, JustFOIA may cease providing such features without entitling Client to any refund, credit, or other compensation, unless the provider of such non-JustFOIA application provides for a refund of such fees.



Region XIV Education Service Center

1850 Highway 351
Abilene, TX 79601-4750
325-675-8600
FAX 325-675-8659

June 11, 2025

Ms. Sarah Haddock
Director of Sales Operations
MCCi, LLC
3717 Apalachee Parkway, Suite 201
Tallahassee, FL 32311

Sent via email to: shaddock@mccinnovations.com

Re: Renewal of Region 14 ESC Contract **#01-162, Documents and Records Management**

Dear Ms. Haddock:

Region 14 Education Service Center is pleased to announce it is renewing contract **#01-162, Documents and Records Management** for the period December 1, 2025 through November 30, 2026, in accordance with the contract.

If you have any questions or concerns, feel free to contact me at (325) 675-7003.

Sincerely,

Signature on File

Emily Jeffrey
Region 14, Chief Financial Officer



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	JustFOIA, Inc
CONTACT PERSON:	Sales Operations
CONTACT EMAIL:	salesoperations@justfoia.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.

Signature on File

Printed Name: Victor D'Aurio

Signature: _____

Title: Chief Operating Officer

Date: March 12, 2026



Technology Requisition \$30,000 and Over

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

File #: TE-P-0006-26

Agenda Date: 4/7/2026

Agenda #: 6.B.

AWARDING RESOLUTION ISSUED TO
CIVICPLUS, LLC
FOR DOCACCESS DOCUMENT ACCESSIBILITY SERVICES
FOR INFORMATION TECHNOLOGY
(CONTRACT TOTAL AMOUNT \$64,404.59)

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 DocAccess document accessibility services; and

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and the GSA Contract GS-35F-0124U, the County of DuPage will contract with CivicPlus, LLC; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to CivicPlus, LLC, for DocAccess document accessibility services, for the period of April 15, 2026 through April 14, 2027, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for DocAccess document accessibility services, for the period of April 15, 2026 through April 14, 2027, for Information Technology, be, and it is hereby approved for issuance of a contract by the Procurement Division to CivicPlus, LLC, 302 S. 4th Street, Suite 500, Manhattan, KS 66502, for a contract total amount not to exceed \$64,404.59, per contract pursuant to the GSA Contract GS-35F-0124U.

Enacted and approved this 14th day of April, 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#: 26-1050	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$64,404.59
COMMITTEE: TECHNOLOGY	TARGET COMMITTEE DATE: 04/07/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$142,309.18
	CURRENT TERM TOTAL COST: \$64,404.59	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: CivicPlus, LLC	VENDOR #:	DEPT: IT	DEPT CONTACT NAME: Debra Deacy
VENDOR CONTACT: Mariah Herschelman	VENDOR CONTACT PHONE: 916-900-6619	DEPT CONTACT PHONE #: 630-407-5009	DEPT CONTACT EMAIL: debra.deacy@dupagecounty.gov
VENDOR CONTACT EMAIL: mariah.herschelman@getstreamline.com	VENDOR WEBSITE: https://docaccess.com/	DEPT REQ #:	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Annual fee for DocAccess document accessibility service, per GSA Contract GS-35F-0124U pricing and is subject to one (1) one-year renewal.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished DocAccess is essential for bringing the County's existing PDF and document library into compliance with the DOJ Title II ADA requirements, with a compliance deadline of April 24, 2026. The service provides automated and assisted remediation of PDF documents to meet WCAG 2.1 accessibility standards, reducing manual effort, mitigating legal risk, and ensuring equitable access to County information for residents with disabilities.			

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 are utilizing GSA Contract GS-35F-0124U 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). Staff recommends procuring DocAccess to remediate the County's PDF and document library in compliance with the DOJ Title II ADA deadline of April 24, 2026. Without it, the County risks noncompliance with federal accessibility regulations, potential legal exposure, and inequitable access to County information for residents with disabilities. Alternatives include taking no action, which would leave the County out of compliance and require significant staff time to manually remediate documents with no guarantee of meeting the deadline, or relying on the PDF remediation tool offered by Revize, the County's CMS vendor. However, the Revize solution only addresses documents hosted within the Revize platform and does not cover documents managed through other County applications, making it insufficient as a county-wide compliance solution. DocAccess is the only available tool that addresses the County's full document remediation needs across all platforms, ensuring timely compliance and reducing ongoing manual effort.

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: CivicPlus, LLC	Vendor#:	Dept: IT	Division:
Attn: Mariah Herschelman	Email: mariah.herschelman@getstreamline.com	Attn: Sarah Godzicki	Email: ITAP@dupagecounty.gov
Address: 302 S. 4th Street, Suite 500	City: Manhattan	Address: 421 N. County Farm Road	City: Wheaton
State: KS	Zip: 66502	State: IL	Zip: 60187
Phone: 916-900-6619	Fax:	Phone: 630-407-5037	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor:	Vendor#:	Dept: IT	Division:
Attn:	Email:	Attn: Debra Deacy	Email: debra.deacy@dupagecounty.gov
Address:	City:	Address: 421 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5009	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 15, 2026	Contract End Date (PO25): Apr 14, 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		Annual fee for DocAccess	FY26	1000	1110	53020		64,404.59	64,404.59
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 64,404.59

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please send PO to Sarah Godzicki and Debbie Deacy 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.



GSA CivicPlus Statement of Work

Labor Category	GSA Hourly Rate with IFF	Hours	Total Cost
Website Consultant	\$149.01	73	10,877.73
Project Manager	\$135.86	58	7,879.88
Network Consultant	\$135.86	110	14,944.60
Wireless Network Technician	\$135.86	0	0.00
Programmer	\$131.48	139	18,275.72
Graphic Designer	\$109.57	0	0.00
Writer	\$109.57	0	0.00
Server and Network Technician	\$109.57	164	17,969.48
Trainer	\$109.57	0	0.00
PC Technician	\$89.41	0	0.00
Content Developer	\$80.64	85	6,854.40
Subtotal			76,801.81
Discount			12,397.22
Total Fees Year 1			64,404.59

Project Implementation and Deployment

- PDF Accessibility Year 1 Annual Fee Discount
- DocAccess Implementation
- DocAccess – DocAccess is a document accessibility platform that scans, converts, and monitors PDF documents on websites to support ADA and Section 508 compliance efforts for users with disabilities.

Total Initial Term Fees \$64,404.59

Renewal Term Annual Services

\$77,904.59

1. Performance and payment under this Statement of Work (“SOW”) by and between DuPage County, IL (“Customer”) and CivicPlus (“CivicPlus”) shall be subject to the terms & conditions of the Agreement by and between the General Services Administration and CivicPlus and the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff>.
2. This SOW shall remain in effect beginning at signing and continuing for 1 year. This SOW may be renewed for an additional 1-year Renewal Term upon mutual agreement of the Parties.
3. The Total Initial Term Fees will be invoiced as follows: 100% upon signing.
4. Renewal Term Annual Services shall be invoiced on the first day of each Renewal Term. Annual services, including but not limited to hosting, support and maintenance services, shall be subject to a 5% annual increase beginning in Year 2 of service.
5. Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.



GSA Statement of Work for DuPage County, IL
GSA Contract GS-35F-0124U

6. Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.
7. If the customer has subscribed to the DocAccess services, which is evidenced by the DocAccess line item shown above, the covered domains for the service shall be limited to:

211dupage.gov
countyclerkdocs.dupageco.org
dpccfoundation.org
dupagecapitalplan.com
dupageco-il-vetsmemorial.org
dupagecounty.gov
dupagecourts.gov
dupagehomeless.org
dupage.legistar.com
dupageresults.gov
electionresults.dupageco.org
dupagesheriff.org
givingdupage.org
propertylookup.dupagecounty.gov
recorder.dupagecounty.gov
idedupage.org
worknetdupage.org
<https://dupage.legistar.com/>



Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this SOW.

Authorized Client Signature

CivicPlus

By:

By:

Name:

Richard Burnson

Name:

Title:

Deputy CIO

Title:

Date:

Date:

Organization Legal Name:

DuPage County

Billing Contact:

Sarah Godzicki

Title:

IT Business Manager

Billing Phone Number:

630-407-5037

Billing Email:

ITAP@dupagecounty.gov

Billing Address:

421 N. County Farm Road

Wheaton, IL 60187

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

GENERAL SERVICES ADMINISTRATION

Federal Supply Service Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The INTERNET address GSA Advantage!® is: GSAAAdvantage.gov.

Schedule Title **Multiple Award Schedule**

For more information on ordering from Federal Supply Schedules go to the GSASchedules page at GSA.gov.

Contract Number: GS-35F-0124U

Contract period: December 12, 2007 – December 11, 2027

Contractor: CivicPlus, LLC

Contract Administrator: Kyle Karpowicz

Business Size: Other

Address: 302 S. 4th Street, Suite 500
Manhattan, KS 66502

Telephone: 888-228-2233

Facsimile: 785-587-8951

E-mail: karpowicz@civicplus.com

Website: www.civicplus.com

CUSTOMER INFORMATION:

1a. Table of awarded special item numbers:

54151S Information Technology Professional Services

1b. 54151S Information Technology Professional Services

Labor Category	GSA Hourly Rate with IFF
Website Consultant	\$149.01
Project Manager	\$135.86
Network Consultant	\$135.86
Wireless Network Technician	\$135.86
Programmer	\$131.48
Graphic Designer	\$109.57
Writer	\$109.57

Server and Network Technician	\$109.57
Trainer	\$109.57
PC Technician	\$89.41
Content Developer	\$80.64

1c. Description of Hourly Rates:

JOB TITLE: CONTENT DEVELOPER

Minimum/General Experience: Experience navigating the internet and with Microsoft Office, strong attention to detail, excellent writing skills to include spelling and grammar, ability to handle multiple projects at the same time.

Functional Responsibility: Content developers are responsible for the development and editing of nearly all text that is displayed on the websites we develop. This includes working with the clients to ensure that the most current and useful information is available in a clear and easy-to-read display. Developers must be able to meet deadlines and work self-sufficiently to complete the task assigned to them.

- Edit and/or develop web-based content for our government-based clientele
- Participate in Content Development department meetings to discuss new strategies / methods of content development
- Work with the Content Department Manager and Senior Content Developers to ensure that the information being developed is in accordance with client standards / desires
- Provide content recommendations and suggestions to Senior Content Developers per site
- Provide weekly summary of questions to Senior Content Developers to provide to client per project
- Track development of pages and supporting elements each week
- Be task-minded and complete projects by proposed deadlines

JOB TITLE: NETWORK CONSULTANT

Minimum/General Experience: 5 Years job-related.

Functional Responsibility: Network Consultants provide sound advice for present and future needs of a company regarding their servers, backup solutions, network equipment, PCs, and additional hardware and software. Consultant should be able to provide several options to each situation to give customers different options.

Minimum Education: Bachelor’s Degree or Equivalent Experience

JOB TITLE: PC TECHNICIAN

Minimum/General Experience: 2- 3 Years job-related preferred.

Functional Responsibility: Technicians are responsible for installing and diagnosing hardware and software issues. They should be able to determine hardware or software issue using beep codes, event logs, and other means. Technician should be able to install, repair, and fix current operating systems, printers, and install drivers for additional hardware such as:

- Monitors
- Scanners
- Other hardware devices.

Minimum Education: Associates Degree or Equivalent Experience

JOB TITLE: PROJECT MANAGER

Minimum/General Experience: 6 months to 1 year of customer service experience, experience with Microsoft Office.

Functional Responsibility: The Project Manager is responsible for the development and monitoring of client projects. This position is the primary contact for clients from the time the small project is received from the client until completion, coordinating all internal CivicPlus resources to ensure small client projects are completed on time. The Project Manager also owns the “client experience” throughout.

- Creates and executes project work plans and revises as appropriate to meet changing needs and requirements.
- Reviews deliverables prepared by team before passing to client.
- Facilitates team and client meetings effectively.
- Resolves and/or escalates issues in a timely fashion.
- Understands how to communicate difficult/sensitive information tactfully.
- Suggests areas for improvement in internal processes along with possible solutions.
- Ensures timely and accurate invoicing
- Understands our pricing model and billing procedures.
- Inspires coworkers to attain goals and pursue excellence.
- Sets and manages client expectations.
- Develops lasting relationships with client personnel that foster client ties.
- Communicates effectively with clients to identify needs and evaluate alternative business solutions.
- Continually seeks opportunities to increase customer satisfaction and deepen client relationships.
- Builds a knowledge base of each client's business, organization and objectives.

JOB TITLE: SERVER AND NETWORK TECHNICIAN

Minimum/General Experience: 3 – 5 Years job related.

Functional Responsibility: Must be able to do all the functions of a PC technician plus: Troubleshoot and configure servers, network equipment such as switches, routers, tape drives. Ability to install and configure Server operating systems, active directory, and backup software (Veritas, Symantec BackupExec, or ArcServe). Ability to use the 7 layer OSI model to diagnose and fix network issues such as lost packets, filtering, and segmenting.

Minimum Education: Associates Degree or Equivalent Experience

JOB TITLE: TRAINER

Minimum/General Experience: Strong communication skills, 2+ years of training and/or educational experience, familiarity with local government entities and knowledge of their practices.

Functional Responsibility: Train new and current clients through on-site visits, phone, and various media including webinars, as well as direct contact/communication with various clients and departments

- Manage a travel schedule for him/herself
- Update and manage client training schedules with the cooperation of the Project Management Team, Manager of Training and Consulting, and the Director of Operations. This includes:
 - Client phone and on-site training and consulting assignments
 - Training staff meetings
 - Internal staff trainings

- Update the training team with regards to methods, website “best practices”, and issues with the current system.
- Attend in house staff meetings as assigned
- Stay informed with current issues and difficulties with software as well as announcements for new functionality.
- Other duties as assigned

JOB TITLE: WIRELESS NETWORK TECHNICIAN

Minimum/General Experience: 2 – 3 Years job-related

Functional Responsibility: Technician shall perform all duties of PC and Server and Network Technicians as well as install wireless components such as access points and routers, know the difference between frequencies and best suited antennas, and configure, filter, and troubleshoot wireless network.

- Knows how to filter according to MAC, IP address scheme, or proxy
- Knows how to place wireless equipment to get best service.

Minimum Education: Associates Degree or Equivalent Experience

JOB TITLE: WRITER

Minimum/General Experience: 5-10 years business experience in any of the following: public relations, marketing or advertising, excellent written and verbal communication skills, excellent customer service skills, good organization and time management skills, advanced understanding of punctuation, grammar and organization, background in AP-style writing, engaging, high energy person with proven leadership ability and sharp business acumen, knowledge of basic html, knowledge of social media; interactive media, attention to detail, ability to write and develop many types of content and copy in a very fast-paced environment, proficient in Microsoft Office Suite.

Functional Responsibility: This position is responsible for maintaining CivicPlus’ reputational equity among the media, prospects, clients and employees through various public relations and corporate communications efforts.

- Write interesting and effective press releases, prepare information for media kits
- Develop and maintain company internet or intranet web pages.
- Develop and maintain the company's corporate image and identity, which includes the use of logos and signage.
- Draft speeches for company executives, and arrange interviews and other forms of contact for CivicPlus subject matter experts.
- Work with clients on developing testimonials and case studies for publication; ability to write case studies, articles and newsletters for internal and external use.

Minimum Education: B.S. or B.A. in Public Relations, Marketing, Journalism, Communications, Business or related field

JOB TITLE: GRAPHIC DESIGNER

Minimum/General Experience: Experience with Adobe Photoshop, Adobe Illustrator, and Adobe InDesign.

Functional Responsibility: The graphic designer is responsible for the revision process on client designs, prepping web designs for programming, additional graphics needed for clients and in-house departments.

- Collaborate with lead design on the execution of revisions and prepping .psd files.
- Consistent quality production of graphic material
- Creative application of elements while maintaining the style set by lead design
- Completion of projects on deadline
- Innovative ideas for new product development
- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate
- Observing, receiving, and otherwise obtaining information from all relevant sources.
- Developing constructive and cooperative working relationships with others and maintaining them over time.

Minimum Education: Bachelor of Art degree

JOB TITLE: PROGRAMMER

Minimum/General Experience: 1 year experience in each of ASP or ASP.NET, SQL, HTML, CSS, and JavaScript.

Functional Responsibility: Develop and maintain high levels of code, including add new functionality to enhance the performance and features of software, replicate and root cause of bugs within the system including code problems, browser compatibility, standards issues, and user created content problems, research and development of new technologies that can enhance the performance, extend the capabilities, or ease the maintenance of software and define functional and technical requirements for new projects and changes to the current system.

- Technical consulting
 - Design consulting to gear site designs towards web standards, performance, and general usability
 - Internal training for new functionality
 - Internal support for how the software works
 - Setup new servers
 - Setup new sites including the setup on the servers and the layout template for individual sites
 - Performance monitoring of servers and sites
- **Minimum Education:** Bachelor's Degree in a Programming related field, or a combination of required knowledge and experience

JOB TITLE: WEBSITE CONSULTANT

Minimum/General Experience: 5+ years in customer service-oriented field.

Functional Responsibility: Provide business-sound direction and guidance to customers in Website navigation architecture and engineering, Website design: color choices, prominent elements, and supporting elements, Section 508/ADA compliance, Website readability and usability, Content development, and identifying items for featured use

Direct and lead company staff in the following areas:

- Website design
- Navigation development
- Content development
- Section 508/ADA compliance
- Software/module enhancements and upgrades
- Assist in shaping company business model
- Analyze internal procedures

- Reengineer processes for the web
- Determine and prioritize desired new features for software or modules

Minimum Education: Bachelor's Degree in Related Field or equivalent experience

2. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000: Special Item Number 54151S
3. The minimum dollar value of orders to be issued is \$ **100**.
4. The Geographic Scope of Contract will be domestic and overseas delivery.
5. Point(s) of production (city, county, and State or foreign country): N/A
6. Listed prices are discounted 7% from listed pricing. Prices shown on attached price list are net prices with discount included
7. Quantity discounts. Additional 2% discount for orders over \$200,000.
8. Prompt payment terms: 0%
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold.
- 9b. Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin): None
- 11a. Time of delivery: As agreed to be Ordering Agency
- 11b. Expedited Delivery: Contact Contractor representative for availability of expedited delivery.
- 11c. Overnight and 2-day delivery. Overnight and 2-day delivery are not available.
- 11d. Urgent Requirements. When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
12. F.O.B. point(s): N/A
- 13a. Ordering address(es): N/A
- 13b. Ordering procedures: Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
 - a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
 - b. FAR 8.405-2 Ordering procedures for services requiring a statement of work..

14. Payment address: CivicPlus, 302 S. 4th Street, Suite 500, Manhattan, KS 66502.
15. Warranty provision: For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
 - Time of delivery/installation quotations for individual orders;
 - Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
 - Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
 - The above is not intended to encompass items not currently covered by the GSA Schedule contract.
16. Export packing charges: N/A
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): N/A
18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A
19. Terms and conditions of installation (if applicable): N/A
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
- 20a. Terms and conditions for any other services (if applicable): N/A
21. List of service and distribution points (if applicable): N/A
22. List of participating dealers (if applicable): N/A
23. Preventive maintenance (if applicable).
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services can be found at www.civicplus.com. The EIT standards can be found at: www.Section508.gov/.
25. Data Universal Number System (DUNS) number: 883003113
26. Notification regarding registration in System for Award Management (SAM) database: CivicPlus, LLC is registered in the sam.gov database. We will keep our registration current as per the contract requirements.



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	CivicPlus, LLC
CONTACT PERSON:	Amy Vikander, Senior VP of Customer Success
CONTACT EMAIL:	bids@civicplus.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
Solomon Grover Enterprise Account Executive	864.752.8897	grover@civicplus.com

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.

Signature on File

Printed Name: Amy Vikander Signature: 

Title: Senior VP of Customer Success Date: March 31, 2026



Judicial/Public Safety Resolution

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

File #: JPS-R-0012-26

Agenda Date: 3/24/2026

Agenda #: 7.A.

AMENDMENT TO COUNTY CONTRACT 23-064-SHF
ISSUED TO VIAPATH TECHNOLOGIES
TO PROVIDE COMMUNICATION SERVICES TO THE DETAINEES
FOR THE SHERIFF'S OFFICE

WHEREAS, County Contract 23-064-SHF was approved by the County Board on September 5, 2023;
and

WHEREAS, the Judicial and Safety Committee recommends the changes below to County Contract 23-064-SHF, issued to ViaPath Technologies, to provide communication services to the detainees, for Sheriff's Office, to extend the contract date to October 18, 2029 and accept the amendments to the attached Master Services Agreement ("Exhibit A").

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the changes below to County Contract 23-064-SHF, issued to ViaPath Communications, to provide communication services to the detainees for Sheriff's Department, to extend the contract date to October 18, 2029 and accept the amendments to the attached Master Services Agreement ("Exhibit A").

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

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

**AMENDMENT 1 TO CONTRACT 23-064-SHF
MASTER SERVICES AGREEMENT**

This Amendment #01 (“**Amendment**”) entered into as of the date signed by all parties listed in this preamble and effective as of April 1, 2026 (“**Amendment Effective Date**”), and amends and revises that certain **Contract 23-064-SHF Master Services Agreement** dated December 13, 2023, as amended from time to time (the “**Agreement**”), by and between Global Tel*Link Corporation d/b/a ViaPath Technologies with an address of 3120 Fairview Park Drive, Suite 300, Falls Church, Virginia 22042 (the “**Bidder**” or “**Company**”), and the County of DuPage, Illinois with an address of 421 North County Farm Road, Wheaton, Illinois 60187-3978 (the “**County**” or “**Premises Provider**”) (Company and Premises Provider collectively, the “**Parties**” and each a “**Party**”). All capitalized terms not defined herein shall have the definitions set forth in the Agreement.

WHEREAS, the Parties have agreed to amend the Agreement, among other reasons, in order to address changes mandated or permitted by the Federal Communications Commission’s (“**FCC**”) Final Report and Order, Order on Reconsideration, and Further Notice of Proposed Rulemaking FCC25-75 released November 6, 2025 (the “**2025 FCC Order**”) to implement the provisions of the Martha Wright-Reed Just and Reasonable Communications Act of 2022 (“**MWR Act**”) governing incarcerated people’s communications services (“**IPCS**”), as further described below; and

WHEREAS, pursuant to the 2025 FCC Order, no compensation shall be payable to the Premises Provider for IPCS audio or video communications services under this Agreement. However, the 2025 FCC Order authorizes the addition of a Facility Cost Rate Additive to the per-minute cost of IPCS communications to recover costs reasonably incurred by the Premises Provider in making IPCS available.

NOW, THEREFORE, in consideration of the promises and covenants set forth in this Amendment, and for good and valuable consideration, the sufficiency of which is acknowledged by the Parties’ signatures, the Parties agree as follows:

1. General Provisions

1.1. *Section 2 Duration of This Contract and Exhibit A Master Services Agreement, Section 3 Term* of the Agreement is hereby amended as follows:

The Parties agree that the term of the Agreement shall be extended for two (2) years from October 19, 2027, through October 18, 2029.

1.2. *Exhibit A Master Services Agreement, Section 4 Compensation* of the Agreement is hereby deleted in its entirety.

2. Incarcerated Person Telephone Service Provisions. The *Incarcerated Person Telephone Service – Service Schedule* is hereby amended as follows:

ITS Compensation to Premises Provider	
Services	New Terms
ITS Compensation	Removed, Not Allowed
ITS Facility Cost Rate Additive	
Services	New Terms
ITS Facility Cost Rate Additive	\$0.02 per minute
Effective ITS Rates (inclusive of the Facility Cost Rate Additive) **See Note 1	
Services	New Terms
Interstate ITS rate per minute	\$0.12



Intrastate ITS rate per minute	\$0.12
International ITS rate per minute	\$0.12 plus applicable call termination rate
Notes: 1. Company will provide one free five (5) minute call per Incarcerated Person per week.	
ITS Transaction Fees	
Services	New Terms
ITS Ancillary Fees	Removed, Not Allowed

3. **Tablet Provisions.** The *Tablet Service Schedule Enhanced Services - IP-Enabled Tablets* is hereby amended as follows:

Tablet Commissions to Premises Provider	
Services	New Terms
Paid Incarcerated Person Content Access	37%
Video Visitation Commission	Removed, Not Allowed
One Time Signing Bonus ** See Note 2	\$275,000
Notes: 2. Company shall pay the Premises Provider a one-time signing bonus of Two Hundred Seventy-Five Thousand Dollars (\$275,000.00) no later than April 6, 2026. In the event Premises Provider terminates the Agreement for convenience, Premises Provider shall reimburse Company the full amount of the Signing Bonus, unless otherwise agreed in writing by the Parties.	
Tablet Video Visitation Facility Cost Rate Additive	
Services	New Terms
Video Visitation Facility Cost Rate Additive	\$0.02 per minute
Tablet Rates – Enhanced Communications (inclusive of the Facility Cost Rate Additive)	
Services	New Terms
Video Visitation Rate per minute - On-Premise	\$0.19
Video Visitation Rate per minute – Remote	\$0.19
Tablet Rates – Enhanced Services	
Services	New Terms
Administration and Infrastructure Recovery Charge – per month upon first use of paid profile	\$1.99
Paid Incarcerated Person Content Access Standard Profile Rate per minute	\$0.07
Paid Incarcerated Person Content Access Promotional Profile Rate per minute	Removed
Messaging to Incarcerated Person from Family and Friends for: written message, photo attachment Rate per message	\$0.50
Tablet Transaction Fees Excluding Voice Communications and Video Visitation Services	
Services	New Terms
Transaction Fees: Automated payment for credit card, debit card, and bill processing fees	Up to \$4.95 per transaction
Transaction Fees Live Agent Fee	\$5.95 per transaction



Transaction Fees: Third Party Financial Transaction Fee	Up to \$5.95 per transaction when transaction is paid via a live agent Up to \$3.00 per transaction when transaction is paid via automated payment system
Transaction Fees: New Tablet Account Setup Fee	Up to \$1.95

4. In the event of any inconsistencies between the terms and conditions contained in the Agreement and the terms and conditions contained herein, the terms and conditions contained herein shall control. Except as set forth in this Amendment, the Agreement remains in full force and effect, without modification or amendment, and is hereby ratified and confirmed. This Amendment may be executed in multiple counterparts, each of which shall be an original, and all of which shall be one and the same contract. Original signatures transmitted by facsimile or electronic mail shall be effective to create such counterparts. Each person whose signature appears below warrants and represents that they have the requisite authority to execute this Amendment on behalf of the entity for which they are signing.

IN WITNESS WHEREOF, the foregoing Amendment has been executed by the Parties as of the latest date listed below.

Company
Global Tel Link Corporation
d/b/a ViaPath Technologies

Premises Provider
The County of DuPage

By: _____
 Name: _____
 Title: _____
 Date: _____

By: _____
 Name: _____
 Title: _____
 Date: _____





Judicial/Public Safety Requisition \$30,000 and Over

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

File #: JPS-P-0017-26

Agenda Date: 3/3/2026

Agenda #: 7.B.

AWARDING RESOLUTION ISSUED TO
LOGICALIS, INC
FOR IBM PASSPORT SOFTWARE
FOR THE CLERK OF THE CIRCUIT COURT
(CONTRACT TOTAL AMOUNT \$111,214.44)

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

WHEREAS, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to Logicalis, Inc., for IBM Passport Software, for the period of April 1, 2026, through March 31, 2027, for the Clerk of the Circuit Court.

NOW, THEREFORE BE IT RESOLVED, that said contract is for IBM Passport Software, for the period of April 1, 2026, through March 31, 2027, for the Clerk of the Circuit Court per bid renewal 24-011-CCC, second of three options to renew, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Logicalis, Inc., 3500 Lacey Road, Suite 200, Downers Grove, IL, for a contract total amount of \$111,214.44.

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#: 26-0645	RFP, BID, QUOTE OR RENEWAL #: 24-011-CCC	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$100,014.64
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 03/03/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$316,118.41
	CURRENT TERM TOTAL COST: \$111,214.44	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Logicalis, Inc	VENDOR #: 12232	DEPT: Clerk of the Circuit Court	DEPT CONTACT NAME: Kevin Vaske
VENDOR CONTACT: Sandy Shute	VENDOR CONTACT PHONE: (630)730-9520	DEPT CONTACT PHONE #: (630)407-8647	DEPT CONTACT EMAIL: Kevin.Vaske@DuPageCircuitClerk.gov
VENDOR CONTACT EMAIL: Sandy.Shute@us.logicails.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.). This is the second renewal for the annual contract for IBM software licensing and support for the five products implemented on our AS/400 and/or Windows servers			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This IBM software runs on our AS/400 and other servers. This software is used by the Circuit Court Clerk's core application			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
RENEWAL	
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

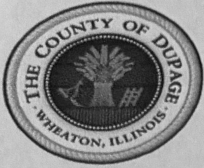
SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Logicalis, Inc.	Vendor#: 12232	Dept: Clerk of the Circuit Court	Division: Accounting
Attn: Sandy Shute	Email: Sandy.Shute@us.logicalis.com	Attn: Julie Ellefsen	Email: Julie.Ellefsen@DuPageCircuitClerk.gov
Address: 3500 Lacey Rd, Suite 200	City: Downers Grove	Address: 505 N County Farm Rd	City: Wheaton
State: IL	Zip: 60515	State: IL	Zip: 60187
Phone: (331)777-3708	Fax:	Phone: (630)407-8590	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Logicalis, Inc.	Vendor#: 12232	Dept: Clerk of the Circuit Court	Division: Administration
Attn: Alison Bartalino	Email: APinvoices@us.logicalis.com	Attn: Kevin Vaske	Email: Kevin.Vaske@DuPageCircuitClerk.gov
Address: Dept #172301, PO Box 67000	City: Detroit	Address: 505 N County Farm Rd	City: Wheaton
State: MI	Zip: 48267-1723	State: IL	Zip: 60187
Phone: (248)957-5614	Fax:	Phone: (630)407-8647	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 1, 2026	Contract End Date (PO25): Mar 31, 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		IBM Passport Software	FY26	1400	6720	53807		111,214.44	111,214.44
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 111,214.44

<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. Please enter first invoice date of 3/10/26
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



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

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Logicalis located at 2600 South Telegraph Road, STE 200, Bloomfield Hills, MI 48302, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #24-011-CCC which became effective on 4/1/2024 and which will expire 3/31/2026. The contract is subject to the second of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 3/31/2027.

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

THE COUNTY OF DUPAGE

CONTRACTOR

 SIGNATURE

Sara Rogers

 PRINTED NAME

Buyer I

 PRINTED TITLE

 DATE

 SIGNATURE

Sandra M. Shute

 PRINTED NAME

Sr. Account Executive

 PRINTED TITLE

JAN. 30, 2026

 DATE

SECTION 6 - BID FORM PRICING

NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	IBM Rational Application Developer for WebSphere Software Authorized User Annual SW Item #E01MJLL	EA	1	\$ 1,285.05	\$ 1,285.05
2	IBM DB2 Connect Enterprise Edition 25 Authorized User Annual SW Subscription & Support Renewal Item #E02K5LL	EA	1	\$ 837.04	\$ 837.04
3	IBM Db2 Standard Edition VPC Option Virtual Processor Core Annual SW Subscription & Support Renewal 12 Months Item #E0Q5WLL	EA	3	\$ 714.57	\$ 2,143.71
4	IBM SPECTRUM PROTECT FOR DATA RETENTION TERABYTE (1-12) ANNUAL SW SUBSCRIPTION & SUPPORT RENEWA Item #LE0LWCLL	EA	12	\$ 304.20	\$ 3,650.40
5	IBM Host Access Client Package for Multiplatforms Authorized User Annual SW Subscription Item #E1BGELL	EA	16	\$ 73.68	\$ 1,178.88
6	IBM WebSphere Application Server Processor Value Unit (PVU) Annual SW Subscription Item #E025QLL	EA	100	\$ 13.26	\$ 1,326.00
7	IBM Content Manager Authorized User Value Unit SW Subscription & Support Renewal Item #E066BLL	EA	378	\$ 237.02	\$ 89,593.56
GRAND TOTAL					\$ 100,014.64
GRAND TOTAL					
(In words)	One hundred thousand fourteen dollars and sixty-four cents				

SECTION 7 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

X _____
[Redacted Signature]
John O'Niell, Sr. Director Area Sales



CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this _____ day of _____ AD, 20_____

(Notary Public) My Commission Expires: _____

SEAL

**SECTION 8 - MANDATORY FORM
IBM PASSPORT SOFTWARE LICENSING & SUPPORT 24-011-CCC**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Logicalis, Inc.		
Main Business Address	3500 Lacey Road, Suite 200		
City, State, Zip Code	Downers Grove IL 60515		
Telephone Number	(630) 730-9520	Email Address	Sandy.Shute@us.logicalis.com
Bid Contact Person	Sandy Shute		

The undersigned certifies that he is:

- the Owner/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 Bidder and that the members of the Partnership or Officers of the Corporation are as follows:

Jonathan Groves
(President or Partner)

(Vice-President or Partner)

Nancy Saltzman
(Secretary or Partner)

Andrea Marin
(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid 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 bid is accepted, to provide all necessary machinery, tools, apparatus, and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Bidder 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 Bidder and is true and accurate.

Further, the undersigned certifies that the Bidder is not barred from bidding on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33 E-4, bid rigging or bid-rotating, or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that he has examined and carefully prepared this bid and has checked the same in detail before submitting this bid, 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. (Bidder may

be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

Further, the Bidder certifies that he has 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 Bidder, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	Logicalis, Inc.	NAME	Logicalis, Inc.
CONTACT	Sandy Shute	CONTACT	Alison Bartalino
ADDRESS	3500 Lacey Rd., Suite 200	ADDRESS	Dept # 172301, PO Box 67000
CITY ST ZIP	Downers Grove IL 60515	CITY ST ZIP	Detroit, MI 48267-1723
TX	331 777-3708	TX	(248) 957-5614
FX	N/A	FX	N/A
EMAIL	Sandy.Shute@us.logicalis.com	EMAIL	APinvoices@us.logicalis.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Clerk of the Circuit Court 505 North County Farm Road Wheaton, IL 60187 TX: (630) 407-8590 Julie.Ellefsen@18thjudicial.org		DuPage County Clerk of the Circuit Court 505 North County Farm Road Wheaton, IL 60187 TX: (630) 407-8647 EMAIL: Kevin.Vaske@dupageco.org	

ALL MATERIALS MUST BE BID AND SHIPPED F.O.B. DESTINATION, DELIVERED AND INSTALLED
 (FREIGHT INCLUDED IN PRICE)



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	24-011-CCC
COMPANY NAME:	Logicalis
CONTACT PERSON:	Sandy Shute
CONTACT EMAIL:	sandy.shute@us.logicalis.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

D-11-1-0005

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: Sandy Shute

Signature: 

Title: Sr. Account Executive

Date: Jan. 30, 2026



Judicial/Public Safety Requisition \$30,000 and Over

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

File #: JPS-P-0018-26

Agenda Date: 3/24/2026

Agenda #: 7.C.

AWARDING RESOLUTION ISSUED TO PROMEGA CORPORATION
FOR THE PURCHASE OF A NEW GENETIC ANALYZER
FOR SHERIFF'S OFFICE (CONTRACT TOTAL NOT TO EXCEED \$149,505.00)

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 2-355 (3) 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 Promega Corporation, for purchase of a new genetic analyzer, for the period of March 24, 2026, through March 23, 2027, for Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for purchase of a new genetic analyzer, for the period of March 24, 2026, through March 23, 2027, for Sheriff's Office, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Promega Corporation, 2800 Woods Hollow Road Madison, WI 53711-5399, for a contract total amount not to exceed \$149,505.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole Source: Promega is the owner and sole provider.)

Enacted and approved 24th 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#: 26-0776	RFP, BID, QUOTE OR RENEWAL #: 26D14.5000.4510.DBR2024	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$149,505.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 03/24/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS:
	CURRENT TERM TOTAL COST: \$149,505.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Promega	VENDOR #:	DEPT: Sheriff's Office, Crime Lab	DEPT CONTACT NAME: MaryMargaret Greer-Ritzheimer
VENDOR CONTACT: Kimberly Huston	VENDOR CONTACT PHONE: 800-356-9526	DEPT CONTACT PHONE #: 630-407-2151	DEPT CONTACT EMAIL: mmgreer.ritzheimer@dupagesheriff.org
VENDOR CONTACT EMAIL: orders@promega.com	VENDOR WEBSITE: www.promega.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 a new genetic analyzer with 8-dye capability and one additional year service maintenance contract. Current genetic analyzer was purchased in 2012 and will be discontinued by the company per notification in November 2025.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The genetic analyzer produces DNA profiles by using capillary electrophoresis which is the most integral part of the DNA process. The current analyzer needs replacement since the company has discontinued production and required service/parts for the instrument will not longer be available in the future.			

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. Promega is the owner and sole source provider of the Spectrum CE System. This analyzer is compatible with the 6 dye chemistry the laboratory currently uses and additionally it is approved for forensic use with an 8-dye system such as PowerPlex 35GY.
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. Yes, Promega is the sole manufacturer of the Spectrum CE System genetic analyzer and therefore the only company that can offer the instrument and provide a service contract
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. N/A

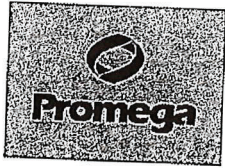
SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Promega Corporation	Vendor#:	Dept: Sheriff's Office	Division: Budget Support
Attn: Kim Huston	Email: kimberly.huston@promega.com	Attn: Colleen Zbiliski	Email: colleen.zbiliski@dupagesheriff.org
Address: 2800 Woods Hollow Road	City: Madison	Address: 501 N. County Farm Road	City: Wheaton
State: Wisconsin	Zip: 53711-5399	State: Illinois	Zip: 60187
Phone: 608-274-4330	Fax: 608-277-2516	Phone: 630-407-2122	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Promega Corporation	Vendor#:	Dept: Sheriff's Office	Division: Crime lab
Attn: Kim Huston	Email: kimberly.huston@promega.com	Attn: MaryMargaret Greer-Ritzheimer	Email: mmgreer.ritzheimer@dupagesheriff.org
Address: 2800 Woods Hollow Road	City: Madison	Address: 501 N. County Farm Road	City: Wheaton
State: Wisconsin	Zip: 53711-5399	State: Illinois	Zip: 60187
Phone: 608-274-4330	Fax: 608-277-2516	Phone: 630-407-2151	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Mar 24, 2026	Contract End Date (PO25): Mar 23, 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	CE1008	Spectrum CE System/shipping	FY26	5000	4510	54110	DBR2024	138,500.00	138,500.00
2	1	EA	SA1481	1 year extended service contract	FY26	5000	4510	53370	DBR2024	11,005.00	11,005.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 149,505.00

<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.



Promega Corporation
2800 Woods Hollow Road
Madison, WI 53711-5399
United States

tel: 608.274.4330 • fax: 608.277.2516 • www.promega.com

To Whom It May Concern:

Promega Corporation is the owner and sole source provider of the Spectrum CE System. The Spectrum CE System is sold exclusively by Promega Corporation, which is located at 2800 Woods Hollow Road, Madison WI 53711, and/or authorized Promega representatives.

The Spectrum CE System is an 8-capillary electrophoresis instrument designed for fragment analysis applications. The instrument will be fully validated for forensics use.

It is compatible with 5- and 6-dye labeled STR kits commercially available from multiple suppliers. Additionally, the Spectrum CE System can run 8-dye PowerPlex® STR kits, such as the PowerPlex® 35GY System.

The Spectrum CE System includes a full computer and monitor for instrument interface. Onboard Spectrum Control Software provides a simple user interface with a clear display of useful features including run set up and consumables usage information. Additionally, full display and data review can be performed with onboard GeneMarker®HID Software for Spectrum CE Systems and HIDAuto Software for Spectrum CE Systems.

More Efficient Operation

- 8-capillary array (36cm)
- Four 96-well plate positions and continuous plate accessibility
 - Add and remove plates during active run to increase production while reducing work scheduling efforts
- Integrated automatic plate barcode reading and automatic import of associated plate maps
- Easy to use interface
 - Ability to monitor run progress and view analyzes results while a run is in progress
 - Re-prioritize urgent samples without having to interrupt the current run
 - Ability to re-inject a sample during current run
 - On-screen, wizard-based consumable change instructions
- Export files are compatible with commercially available data analysis software (.fsa and .promega file types supported)

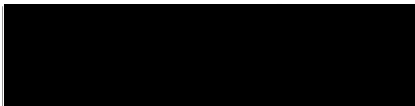
Installation and Technical Support

- On-site installation and instrument training
- Service and support plans for preventative maintenance, on-site service and validation support
- Expert forensic Validation Services

Full Complement of Consumables and Accessories

- Convenient, plug-and-play, pre-filled consumables
- Uses Radio Frequency Identification (RFID) to track key consumables

Sincerely,



Benjamin Krenke
Senior Global Product Manager, Genetic Identity
Promega Corporation



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Promega Corporation
CONTACT PERSON:	Kim Huston
CONTACT EMAIL:	kimberly.huston@promega.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: Timothy Kupferschmid

Signature: 

Title: Sr. Director, Genetic Identity

Date: January 23, 2026



Start Date: 2/24/2026
Expiration Date: 12/31/2026
Revision: 3
Currency: US Dollar

DUPAGE COUNTY CRIME LABORATORY

MaryMargaret Greer-Ritzheimer
 501 N COUNTY FARM RD
 COLLEEN ZBILSKI
 Wheaton, IL 60187
 USA
 Phone:+1 (630) 407-2151
 Email:mmgreer.ritzheimer@dupagesheriff.org

Promega Corporation

Kimberly Huston
 Email: kimberly.huston@promega.com

Customer Service
 Phone: (800) 356-9526
 Fax: (800) 356-1970

To Place Order

Email Purchase Order (with Quote # referenced) to orders@promega.com

We are pleased to submit the following quotation. If you have any questions, please contact the representative listed.

Item #	Product Description	UOM	Qty.	Customer Price
CE1008	Spectrum CE System, 8-Capillary	EA	1	\$137,500.00
CE1108	Spectrum Starter Kit, 8-Capillary	EA	1	\$0.00
CE5099	Spectrum Welcome Package	EA	1	\$0.00
S3115	Spectrum Instrument Training	EA	1	\$0.00
SA1481	Spectrum CE, 8-Capillary, 1-Yr Standard Service Agreement	EA	1	\$11,005.00
TBD	Spectrum CE Freight Estimate	EA	1	\$1,000.00
Total:				\$149,505.00

The Spectrum freight charge includes delivery of the instrument and the starter kit accessory package that ships separately. Placement of the instrument inside the laboratory and the disposal of all system packaging is also included.

Installation of the Spectrum CE System and end-user training is 6-12 weeks after order is received.

Customer Notes:

The price of the Spectrum CE System, 8-Capillary includes a standard one year warranty which takes effect post system installation.

All prices and specifications are subject to change without prior notice. Discount percent will remain applicable through the expiration date of this quote. Terms are subject to credit approval.

All orders of products made pursuant to this quotation shall be subject to Promega's standard Terms and Conditions as set forth on its website at <http://www.promega.com/legal/terms-and-conditions>.

Orders From This Quote Cannot be Sent EDI

- Placement of the instrument inside the laboratory and the disposal of all system packaging is also included.
- The CE1008 Spectrum CE System, 8-Capillary includes the instrument and accessories, computer, monitor, keyboard, mouse, cables, software (Spectrum Control Software, GeneMarker@HID Software for Spectrum CE Systems, HIDAuto for Spectrum CE Systems), installation, basic operational training, and a 12-month warranty. The warranty includes parts, labor, travel and one preventative maintenance visit.
- The CE1108 Spectrum Starter Kit, 8-Capillary includes all the necessary consumables and reagents to install the instrument and perform training.
- The S3115 Spectrum Instrument Training is a guided, in-depth, hands-on learning experience that focuses on instrument navigation, operation, and data assessment using control samples. Training also includes instrument maintenance. Recommended 1-4 people per training.
- Service Agreements are available beyond the 1-year Warranty (included with System). Discounts will be available when Service Agreements are purchased at the time of instrument purchase as well as for 2-year and 3-year Service Agreements. Additionally, a Premier upgrade is available for the Warranty in limited regions.
- Validation services are available separately for Spectrum CE System and PowerPlex® Systems in most regions.
- Additional copies of GeneMarker@HID Software for Spectrum CE Systems are available (one copy included on instrument computer) as both Local and Network/Client configurations. GeneMarker@HID Software for Spectrum CE Systems Training is also available.

Start Date: 2/24/2026
Expiration Date: 12/31/2026
Revision: 3
Currency: US Dollar

Ordering Information / Terms and Conditions

Quotation 289945, Revision3 must be referenced when placing this order.

All prices and specifications are subject to change without notice. Discount percentage will remain applicable through the expiration date of this quote. Terms are subject to credit approval.

For questions regarding this quote, please contact the representative listed on this quote.

Payment Terms: Net due in 60 days.

Customer Service Ordering Info

Phone: (800) 356-9526

Fax: (800) 356-1970

See Terms and Conditions for Additional Information

Purchase Order - If you select to bill to your company or institution using a purchase order, you will need to provide the purchase order number during the checkout process. To expedite checkout, you may create and save a default purchase order for multiple orders.

Credit Card - We accept Visa, MasterCard and American Express. If you select to pay by credit card, we will ask you for the account number, expiration date and name on the card.

Invoicing Your Order - Your invoice will be sent to the billing address. Payment terms are listed above.

Delivery Schedule - Orders requiring wet or dry ice are shipped via overnight express service. If your order contains only ambient temperature items, second-day service may be selected. Overnight orders are shipped according to the following schedule:

- Monday -Thursday: All orders received by 4:00 p.m. Central Time are delivered the following morning.
- Friday: All orders received by 4:00 p.m. Central Time are delivered the following Monday morning.
- We do not ship on these US holidays: Memorial Day; Independence Day (4th of July); Labor Day; Thanksgiving; Christmas; New Year's Day.

Want Free Shipping?

Learn more about the Promega Free Shipping Program at <https://www.promega.com/support/shipping-schedule-and-rates/>
Additional freight charges may apply for selected instruments. Please contact Promega Customer Service for more information.

Corporate Responsibility

For over 35 years, Promega has embraced the values of social and environmental responsibility. We are committed to providing value to our customers, our communities and our natural environment. Visit <http://www.promega.com/responsibility> to learn more.

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S.

Instrument Terms and Conditions of Sale

1. Contract Terms. These are the contract terms and conditions ("Terms") under which Promega Corporation ("Promega"), directly or through Promega's authorized distributor or subsidiary, sells the Instrument to a person or entity ("Customer"). Additional written contract terms that apply to this Instrument sale ("Additional Terms") may be found in our quotation to Customer. In the event of a conflict between the Terms and any Additional Terms, the Additional Terms will control. These Terms, together with our quotation, and any Additional Terms therein, create the contract ("Contract") between Promega and Customer for the purchase and sale of the Instrument. No quotation given by Promega shall constitute an offer to supply the Instrument. An order placed by Customer shall constitute an offer made to Promega subject to these Terms and any Additional Terms. No terms or conditions put forward or implied by Customer in an order, invoice, correspondence or elsewhere, shall be binding on Promega and such conditions or stipulations are hereby excluded and extinguished. Promega's failure to object to any such terms shall not constitute a waiver by Promega and shall not constitute acceptance by Promega of such terms and conditions. The Contract cannot be amended or modified unless agreed to in writing by both parties. All Contracts are subject to availability. Any error or omission in any quotation, catalog, sales literature, invoice or other document issued by Promega shall be subject to correction by Promega without liability to Promega.

2. Definitions.

- a. "Documentation" means Promega's user manual, package insert and similar documentation for the Instrument in effect on the date that the Instrument ships from Promega.
- b. "Instrument" means the Promega branded instrument sold pursuant to this Contract and listed on the applicable Promega quotation.

- c. "Software" means Promega branded software or any other software products incorporated in or forming a part of the Instrument (by way of example, and not limitation, Instrument operating software, data analysis software).
 - d. "Spare Parts" means hardware parts that Promega provides and installs, or causes to be installed, by a company Promega has certified as an authorized service provider, for use with the Instrument.
 - e. "Specifications" means Promega's written technical specifications for the Instrument or Spare Part in effect on the date that the Instrument or Spare Part ships from Promega.
3. Orders. Customer shall be responsible to Promega for the accuracy of all orders. In the event of a discrepancy between a catalog number and its description, the catalog number will be used to satisfy the order. Customer shall be responsible to Promega for all confirmation orders to be clearly marked "CONFIRMATION" to avoid duplication of an order. All Customer's orders are subject to Promega's acceptance. Promega reserves the right to make changes in the Specification of Instruments ordered that do not materially affect quality or performance of the Instrument.
4. Price. The price for the Instrument will be that as shown in Promega's valid quotation to Customer, or the price on promega.com for the applicable country, at the time the Instrument is shipped to Customer. The price is exclusive of Value Added Tax (VAT) and all other similar sales taxes, fees or charges, as applicable. If Promega is required to pay any such tax, fee or charge, Customer shall reimburse Promega or, at the time of order, Customer shall provide Promega with an exemption certificate acceptable to the relevant taxing authorities. If Customer is tax exempt, Customer shall provide to Promega a tax exemption certificate from time to time upon request by Promega.
5. Payment. Payment terms are net sixty (60) days from date of invoice. No offsets, settlement discounts or other deductions of any kind may be made against amounts due. The time for payment shall be of the essence for all Instruments. In the event of default in payment by a due date, Promega reserves the right, without prejudice to other rights, to (a) charge interest at the rate provided for by the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 *et seq.* Promega reserves the right to withhold delivery of

all Instruments until payment of all outstanding amounts owed are paid. All amounts due are payable in invoiced currency unless otherwise agreed in writing.

6. Delivery and Return. Unless agreed to otherwise by Promega in writing, all shipments from Promega or Promega's affiliates are made DAP (Incoterms 2010) at the address designated by Customer at the time of ordering. In all cases, title (except for Software) and risk of loss transfers to Customer when the Instrument is delivered at the address designated by Customer. Promega reserves the right to make delivery in installments. Instruments supplied will not be accepted for return unless returned in accordance with an authorization issued by Promega.

7. Instrument Use Limitations. The purchase of an Instrument only conveys to Customer a non-exclusive, non-transferable, non-sublicensable right to use the Instrument in accordance with its intended use, as indicated on the Instrument label ("Intended Use"). Unless agreed to by Promega in writing, Customer receives no right to resell the Instrument purchased hereunder. Customer agrees that Customer's use of Instrument in any manner or for any purpose other than the Intended Uses is a breach of this Contract. Customer agrees not to, nor authorize any third party to, engage in any of the following activities: (i) disassemble, reverse-engineer, reverse-compile or reverse-assemble the Instrument; (ii) separate, extract or isolate components of this Instrument or subject this Instrument or components thereof to any analysis not expressly authorized in the Instrument's Specifications or Documentation; or (iii) gain access to or attempt to determine the methods of operation of the Instrument.

8. Regulatory. The Instrument is labeled for its Intended Use. Customer acknowledges that the Instrument is to be used in accordance with its Intended Use. Instruments labeled as Research Use Only have not been approved, cleared or licensed by the United States Food and Drug Administration or any other regulatory entity, whether foreign or domestic, for any specific intended use, whether research, commercial, diagnostic or otherwise. Customer must ensure it has any regulatory approvals that are necessary for Customer's intended uses of the Instrument. Customer further agrees to comply with all applicable laws and regulations when using, maintaining and disposing of the Instrument.

9. Software. All Software, whether provided separately, installed on or embedded in an Instrument, is licensed to Customer, not sold. Notwithstanding anything to the contrary contained herein, Promega retains all rights and interest in the Software. Promega hereby grants to Customer a royalty-free, non-exclusive, nontransferable license, non-sublicensable right to use the Software in conjunction with the Instrument solely for Customer's own internal business purposes. This license terminates when Customer's lawful possession of the Instrument provided hereunder ceases. Customer shall not modify, alter, copy or create derivative works of the Software. Customer shall not (i) disassemble, decompile or reverse engineer the Software or modify the base source code of the Software or (ii) examine the Software with tools designed to disassemble, decompile or reverse engineer the same.
10. Instrument Installation and Services. If Promega, or one of Promega's authorized service providers, installs or services an Instrument at Customer's premises, it is Customer's responsibility to ensure that the workplace where the Instrument is to be located or serviced is safe and meets the Promega documented site requirements. Promega does not install or service Instruments in Biosafety Level 3 laboratories, unless otherwise agreed to in writing in advance. Promega does not install or service Instruments in Biosafety Level 4 laboratories.
- a. Installation. Upon purchase of an Instrument comprising the Maxprep® Liquid Handler, Spectrum CE System, or Spectrum Compact CE System, Promega, or a Promega authorized service provider, shall install the Instrument at Customer's premises, subject to this Contract. All other Instruments shall be installed by Customer according to our instructions, unless otherwise agreed to in writing by Promega.
- b. Services. Promega provides to Customer a one (1) year limited Instrument warranty, as detailed in Section 11, with the purchase of an Instrument. Promega offers additional Instrument service plans for purchase. For additional details on our Instrument service plans, please contact Promega's Customer Service Department. All Instrument services, whether provided under warranty or post warranty, are subject to our Instrument Services Terms and Conditions, available at <https://www.promega.com/legal/terms-and-conditions/instrument-services-terms-and-conditions/>.

11. Warranties and Warranty Disclaimers. All warranties are personal to the Customer and may not be transferred or assigned to a third party, including an affiliate of Customer. For Instruments comprising the Maxprep® Liquid Handler, Spectrum CE System, or Spectrum Compact CE System, all warranties are valid for the site of installation only and will be considered void if the Instrument is moved to another location of Customer, unless Promega, or a Promega authorized service provider, conducts such re-location and subsequent installation. The warranties described in this Contract exclude any stand-alone goods or accessories, whether provided by a third party or Promega, that may be acquired or used with the Instrument.
- a. Limited Instrument Warranties. Promega warrants that each Instrument will meet the Specifications for a period of twelve (12) months from the date we ship the Instrument to you, or in the case of Instruments comprising the Maxprep® Liquid Handler, Spectrum CE System, or Spectrum Compact CE System, after installation at Customer's premises.
 - b. Limited Spare Parts Warranties. Promega warrants applicable Spare Parts installed on an Instrument pursuant to this Contract will meet the Specifications for twelve (12) months after installation of the Instrument at Customer's premises by Promega or a Promega authorized service provider. Promega does not warrant spare parts that Promega does not install or are installed by a company Promega has not certified as an authorized service provider.
 - c. Exclusions. The foregoing warranties do not apply to the extent a non-conformance is due to (i) abuse, misuse, neglect, negligence, accident, improper storage or use contrary to the Specifications, Documentation or Intended Uses; (ii) improper handling, installation, relocation, maintenance or repair (other than if performed by Promega or Promega's authorized service providers); (iii) unauthorized alterations; (iv) force majeure events, including but not limited to, flood, lightening, earthquake, tornado, hurricane or fire, pandemics, bombing, armed conflict, malicious mischief, sabotage or other natural or manmade disasters; or (v) use with unapproved third-party goods.
 - d. Submitting Warranty Claims. If an Instrument or Spare Part does not meet the warranty provided hereunder, Customer must notify Promega's support department during the warranty period and as soon as reasonably practicable after Customer

discovers the non-conformance. In order to be eligible for repair or replacement under this warranty, Customer must also (i) cooperate with Promega in confirming or diagnosing the non-conformance and (ii) return the Instrument or Spare Part, transportation charges prepaid, to Promega following Promega's instructions, or grant Promega's authorized repair personnel access to the Instrument or Spare Part in order to confirm the non-conformance and make repairs.

e. Limitations. THE WARRANTIES IN THIS CONTRACT ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT OR FITNESS FOR A PARTICULAR PURPOSE, SAID WARRANTIES BEING EXPRESSLY DISCLAIMED. Customer agrees that its sole and exclusive remedy against Promega shall be limited to the repair or replacement of the Instrument or parts of the Instrument, at Promega's option. This exclusive remedy shall not be deemed to have failed of its essential purpose so long as Promega is willing and able to repair or replace the Instrument or parts of the Instrument. THIS PARAGRAPH STATES CUSTOMER'S SOLE AND EXCLUSIVE REMEDY FOR BREACH OF WARRANTY.

12. Limitations of Liability. All claims arising under this Contract shall be valid and enforceable one (1) year from the date any such claim accrues. IN NO EVENT SHALL PROMEGA BE LIABLE TO CUSTOMER FOR ANY INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST REVENUES AND PROFITS, EVEN IF PROMEGA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE MAXIMUM LIABILITY, IF ANY, OF PROMEGA FOR ALL DIRECT DAMAGES, INCLUDING, WITHOUT LIMITATION, CONTRACT DAMAGES AND DAMAGES FOR INJURIES TO PERSONS OR PROPERTY, WHETHER ARISING FROM PROMEGA'S BREACH OF THIS CONTRACT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR TORT WITH RESPECT TO THE INSTRUMENT, OR ANY PARTS OR SERVICES IN CONNECTION WITH THE INSTRUMENT, IS LIMITED TO AN AMOUNT NOT TO EXCEED TWICE (2X) THE AMOUNT PAID FOR THE INSTRUMENT. THE RIGHT TO RECOVER DAMAGES WITHIN THE LIMITATIONS SPECIFIED IS CUSTOMER'S EXCLUSIVE, ALTERNATIVE REMEDY IN THE EVENT THAT ANY OTHER CONTRACTUAL REMEDY FAILS OF ITS ESSENTIAL PURPOSE.

13. Intellectual Property. Customer acknowledges that all intellectual property rights relating to the Instrument, Spare Parts, and Software are exclusively owned by Promega. Customer acknowledges that, as of the date of this Contract, Customer neither has nor is acquiring

any license, concession, rights for use (except as granted herein) or any other right, title or interest in or to any trademarks, trade names, patents, developments, specifications, techniques or other proprietary or confidential information related to the Instrument, Spare Parts, or Software. Customer acknowledges that it has no rights to resell the Instrument, Spare Parts, or Software. Customer shall be solely responsible for any third-party intellectual property that may address Customer's intended use of the Instrument.

14. Export Restrictions. The Instrument is authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s). It may not be resold, transferred or otherwise disposed of, to any other country or any other person without first obtaining an approval from Promega in writing, or as otherwise authorized by the United States law and regulations.
15. Confidentiality. Customer agrees to keep confidential any non-public technical information, commercial information (including, without limitation, prices) and instructions received from Promega as a result of discussions, negotiations and other communications between the parties in relation to the Instrument, unless disclosure is required pursuant to applicable law or court order.
16. Notice. Any legal notice or other communication required or permitted to be made or given by either party pursuant to this Contract will be in writing, in English, and will be deemed to have been duly given (a) three (3) business days after the date of mailing if sent by registered or certified United States mail, postage prepaid, with return receipt requested; (b) when transmitted if sent by facsimile, provided a confirmation of transmission is produced by the sending machine; or (c) when delivered if delivered personally or sent by express courier service.
17. Force Majeure. Neither Party shall be responsible for any failure to perform or delay attributable in whole or in part to any cause beyond its reasonable control, whether foreseen or unforeseen, including but not limited to acts of God, strikes, labor disturbances, fires, pandemics, or any other cause beyond the reasonable control of the non-performing Party. In the event of any such delay the delivery shall be deferred for a period equal to the time lost by reason of the delay.
18. Assignment. Neither party shall assign this Contract, whether by operation of law or otherwise, without the prior written consent of the other party.

19. No Waiver. No failure or delay by either Party in exercising any of its rights or remedies hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any such right or remedy preclude any other or further exercise thereof or the exercise of any other right or remedy.
20. Miscellaneous. The United Nations Convention on Contracts for the International Sale of Goods shall not apply to this Contract. The parties agree that any rule requiring construction of any provision of this Contract against its drafter shall not apply hereto.

Updated April 2, 2020



File #: JPS-P-0019-26

Agenda Date: 3/3/2026

Agenda #: 7.D.

AWARDING RESOLUTION ISSUED TO
NICHEVISION FORENSICS, LLC
FOR PURCHASE OF SOFTWARE
FOR SHERIFF'S OFFICE
(CONTRACT TOTAL NOT TO EXCEED \$40,780.00)

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 2-355 (3) 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 NicheVision Forensics, LLC, for purchase of software, for the period of March 10, 2026, through March 9, 2027, for Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for purchase of software, for the period of March 10, 2026, through March 9, 2027, for Sheriff's Office, be, and it is hereby approved for issuance of a contract by the Procurement Division to, NicheVision Forensics, LLC, 526 S. Main Street, Suite 714G Akron, OH 44311, for a contract total amount not to exceed \$40,780.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider: Only software currently on the market that can analyze promega file.)

Enacted and approved 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#: 26-0779	RFP, BID, QUOTE OR RENEWAL #: 26D17.5000.4510.DBR2024	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$40,780.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 03/03/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS:
	CURRENT TERM TOTAL COST: \$40,780.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Niche Vision Forensics LLC	VENDOR #: 092	DEPT: Sheriff's Office, Crime Lab	DEPT CONTACT NAME: MaryMargaret Greer-Ritzheimer
VENDOR CONTACT: Tracy Bauer	VENDOR CONTACT PHONE: 866-840-3758	DEPT CONTACT PHONE #: 630-407-2151	DEPT CONTACT EMAIL: mmgreer.ritzheimer@dupagesheriff.org
VENDOR CONTACT EMAIL: Tracy@NicheVision.com	VENDOR WEBSITE: www.NicheVision.com	DEPT REQ #:	

Overview

DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Purchase of new software for the analysis of data from a new genetic analyzer (Promega Spectrum CE System). Data from the analyzer is exported in the form of a .promega files and software is needed to analyze this data for interpretation. FaSTR software can analyze this type of file and will also integrate with current STRmix probabilistic genotyping (PG) software.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The genetic analyzer produces data in the form of a .promega file which needs to be analyzed. Our current analysis software cannot analyze .promega files and cannot analyze 8-dye systems. FaSTR software can analyze this type of data which can then be exported into current PG software allowing for a seamless process. FaSTR software also has additional features not available such as number of contributors (NOC) and direct export into STRmix.

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 genetic analyzer produces data in the form of a .promega file which needs to be analyzed. FaSTR software can analyze this type of data which can then be exported into current PG software allowing for a seamless process. FaSTR software also has additional features not available such as number of contributors (NOC) and direct export into STRmix which is not available in any other software products.
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. Yes. This is the only software currently on the market that can analyze .promega files / 8-dye capability / seamless integration with STRmix PG software which the laboratory currently uses .
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. N/A

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Niche Vision Forensics LLC	Vendor#:	Dept: Sheriff's Office	Division: Budget Support
Attn: Tracy Bauer	Email: Tracy@NicheVision.com	Attn: Colleen Zbiliski	Email: colleen.zbiliski@dupagesheriff.org
Address: 526 S. Main Street Suite 714G	City: Akron	Address: 501 N. County Farm Road	City: Wheaton
State: Ohio	Zip: 44311	State: Illinois	Zip: 60187
Phone: 866-840-3758	Fax: 330-252-2713	Phone: 630-407-2122	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Niche Vision	Vendor#:	Dept: Sheriff's Office	Division: Crime lab
Attn: Tracy Bauer	Email: Tracy@NicheVision.com	Attn: MaryMargaret Greer-Ritzheimer	Email: mmgreer.ritzheimer@dupagesheriff.org
Address: 526 S. Main Street Suite 714G	City: Akron	Address: 501 N. County Farm Road	City: Wheaton
State: Ohio	Zip: 44311	State: Illinois	Zip: 60187
Phone: 866-840-3758	Fax: 330-252-2713	Phone: 630-407-2151	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Mar 10, 2026	Contract End Date (PO25): Mar 9, 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	5	EA	FAS	FaSTR DNA license with required annual maint/ training	FY26	5000	4510	53806	DBR2024	8,156.00	40,780.00
										Requisition Total	\$ 40,780.00

FY is required, ensure the correct FY is selected.

Comments

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.

NicheVision Forensics, LLC
 526 S. Main Street, Suite 714G
 Akron, OH 44311
 866-840-3758 * 330-252-2713 fax



Quote # 00011224

Bill To:
 DuPage County Forensic Science Center
 501 N. Country Farm Road
 Wheaton, IL 60187

Ship To:
 DuPage County Forensic Science Center
 501 N. Country Farm Road
 Wheaton, IL 60187

CONTACT PERSON		YOUR NO.	SHIP VIA	SHIP DATE	TERMS	DATE	PG.
M. Greer-Ritzheimer			Electronic		Net 60	2/5/2026	1
QTY.	ITEM NO.	DESCRIPTION	PRICE	UNIT	EXTENDED PRICE	TX.	
5	FAS-SA	FaSTR™ DNA Standalone Licence -One-time license fee only - FaSTR™ DNA is an expert analysis software for short tandem repeat (STR) DNA profiles. Includes installation. FaSTR™ DNA Annual Maintenance - All new point or major version releases as they are released as well as advice and expert resolution of general FaSTR™ DNA email queries (excluding validation support) at no additional charge for a 12 month period. FaSTR™ DNA Online Training - Access to FaSTR™ DNA Online Training module, per participant. FaSTR Credit Given	\$6,800.00	each	\$34,000.00		
5	FAS-AM		\$1,400.00	each	\$7,000.00		
1	FAS-OLT		\$350.00	each	\$350.00		
-1	FAS - Credit		\$570.00	each	(\$570.00)		
Quote is good until 4/30/2026.				SALE AMT.	\$40,780.00		
				FREIGHT	\$0.00		
				SALES TAX	\$0.00		
				TOTAL AMT.	\$40,780.00		
				PAID	\$0.00		
				BALANCE DUE	\$40,780.00		



February 20, 2026

DuPage County Forensic Science Center
501 North County Farm Road
Wheaton, IL 60187

To Whom It May Concern:

Thank you for your interest in FaSTR™. This letter is to confirm that NicheVision Forensics LLC a wholly owned subsidiary of NicheVision Inc. was appointed by PHF Science (formerly ESR) in Auckland New Zealand, as the exclusive US distributor for the FaSTR™ DNA processing software including annual maintenance, support and training.

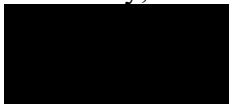
Furthermore, FaSTR™ software is copyrighted as granted by law for original works of authorship fixed in a tangible medium of expression.

For further confirmation please contact:

Bjorn Sutherland
Forensic Development Manager
PHF Science (Institute for Public Health and Forensic Science)
bjorn.sutherland@strmix.com

We look forward to providing your laboratory with this cutting edge software technology.

Sincerely,



Tracy Bauer
Director of Operations
Corporate Secretary/Treasurer
Tracy@Nichevision.com



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	NicheVision Forensics, LLC
CONTACT PERSON:	Tracy Bauer
CONTACT EMAIL:	Tracy@nichevision.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: Tracy Bauer

Signature: 

Title: Director of Operations

Date: 2/5/2026



Transportation Requisition under \$30,000

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

File #: 26-0901

Agenda Date: 4/7/2026

Agenda #: 8.F.



SECTION 1: DESCRIPTION			
<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 26-0901	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: \$28,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 04/07/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$28,000.00
	CURRENT TERM TOTAL COST: \$28,000.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: AT&T Corp	VENDOR #: 10008	DEPT: Division of Transportation	DEPT CONTACT NAME: Stephen Zulkowski
VENDOR CONTACT: Jane Holt	VENDOR CONTACT PHONE: 630-280-9896	DEPT CONTACT PHONE #: 630-407-6900	DEPT CONTACT EMAIL: Stephen.zulkowski@dupageco.org
VENDOR CONTACT EMAIL: kt2324@att.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.). Requesting a purchase order for Telecommunication Services-Traffic Signals, for the Division of Transportation, for a contract not to exceed \$28,000, through February 29,2028.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Telecommunication Services are necessary for the day-to-day operations of the Division of Transportation. Analog business lines are used to communicate with County owned traffic signals.			

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. PER 55 ILCS 5/5-1022 'COMPETITIVE BIDS' (D) IT/TELECOM PURCHASES UNDER \$35,000.00
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: AT&T Corp	Vendor#: 10008	Dept: Division of Transportation	Division: Finance
Attn:	Email:	Attn: DOT Finance	Email: DOTFinance@dupageco.org
Address: PO Box 5002	City: Carol Stream	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60197-5002	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: same	Vendor#:	Dept:	Division:
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 7, 2026	Contract End Date (PO25): Feb. 29, 2028
Contract Administrator (PO25): Kathleen Black Curcio			

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		DOT Telecommunication services-Traffic Signals	FY26	1500	3500	53250		7,000.00	7,000.00
2	1	EA		DOT Telecommunication services-Traffic Signals	FY27	1500	3500	53250		10,000.00	10,000.00
3	1	EA		DOT Telecommunication services-Traffic Signals	FY28	1500	3500	53250		10,000.00	10,000.00
4	1	EA		DOT Telecommunication services-Traffic Signals	FY29	1500	3500	53250		1,000.00	1,000.00
<i>FY is required, assure the correct FY is selected.</i>										Requisition Total	\$ 28,000.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025. Purchase order for Telecommunication Services-Traffic Signals, for the Division of Transportation, for a contract total not to exceed \$28,000.00
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. Send copy of PO to DOTFinance@dupagecounty.gov and Joan.McAvoy@dupagecounty.gov
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

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



COMPLETELINK® 2.0
AT&T ILEC Confirmation of Service Order
Provided Pursuant to Standard Service Publication Rates and Terms

Customer	AT&T
Dupage County Street Address: 421 N. County Farm Road City: Wheaton State/Province: IL Zip Code: 60187 Country: USA	The applicable AT&T ILEC Service-Providing Affiliate
Customer Contact (for Notices)	AT&T Contact (for Notices)
Name: Joe Bulaga Title: Telecommunications Manager Street Address: 421 N. County Farm Road City: Wheaton State/Province: IL Zip Code: 60187 Country: USA Telephone: 630-407-5151 Fax: Email: joseph.bulaga@dupageco.org	Name: Jane Holt Street Address: 20 N. Main Street City: Lombard State/Province: IL Zip Code: 60148 Country: USA Telephone: (630) 280-9896 Fax: Email: kt2324@att.com Sales/Branch Manager: Christopher Dierkes SCVP Name: Argy Sales Strata: SLED LED Sales Region: MW With a copy (for Notices) to: AT&T 208 S. Akard Street, Dallas, TX 75202 ATTN: Master Agreement Support Team Email: mast@att.com
AT&T Solution Provider or Representative Information (if applicable) <input type="checkbox"/>	
Name: _____ Company Name: _____ Agent Street Address: _____ City: _____ State: _____ Zip Code: _____ Telephone: _____ Fax: _____ Email: _____ Agent Code _____	

Customer agrees to subscribe to the CompleteLink® 2.0 discount program, in accordance with this Confirmation of Service Order ("CSO") subject to the following, which are incorporated by reference: (a) THE TERMS OF THE APPLICABLE TARIFF, IF THE SERVICE IS OFFERED PURSUANT TO TARIFF; OR (b) THE AT&T BUSINESS SERVICES AGREEMENT (BSA) FOUND AT <http://www.corp.att.com/agreement/> IF THE SERVICE IS NOT OFFERED PURSUANT TO TARIFF. The applicable AT&T Service Publication(s) are identified in Section 1. The terms and conditions provided in this CSO are provided herein for convenience only and do not supersede or modify any applicable Service Publication. In the event of a change to the applicable Service Publication, such change shall be incorporated by reference herein.

The Effective Date of this CSO is the date signed by the last party.

AT&T California currently provides billing and collections services to third parties, which may place charges that Customer authorizes on its bill. To the extent that AT&T California makes blocking of such charges available, Customer may block third-party charges from its bill at no cost.

Customer (by its authorized representative)	AT&T (by its authorized representative)
By: Signature on file	By: Signature on file
Printed or Typed Name: Joe Bulaga	Printed or Typed Name: Kaitlyn Guffey
Title: Telecommunications Manager	Title: Contractor CS, as signer for AT&T
Date: 1/23/2026	Date: 23 Jan 2026

md5097

For AT&T internal use only	
Is this CompleteLink 2.0 associated with ABN Complete?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Sales must submit to Contract Management (CM): 1) Customer executed CSO, and 2) a duplicate of this CSO as a Word document, not a PDF file, OR an Excel list of the BTNs.	

COMPLETELINK® 2.0
AT&T ILEC Confirmation of Service Order
Provided Pursuant to Standard Service Publication Rates and Terms

1. DISCOUNT PROGRAM, SERVICE PROVIDER AND SERVICE PUBLICATION

Discount Program	CompleteLink® 2.0*
Customer must separately order services to which CompleteLink 2.0 applies.	

Service Provider (Select all that apply.)	Service Publication (incorporated by reference)	Service Publication Location
<input type="checkbox"/> AT&T Arkansas	AT&T Arkansas Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/ar/index.html
<input type="checkbox"/> AT&T California	AT&T California Guidebook, including Part 9, Section 3	http://cpr.att.com/guidebook/ca/index.html
<input checked="" type="checkbox"/> AT&T Illinois	AT&T Illinois Guidebook, including Part 4 Section 5	http://cpr.att.com/guidebook/il/index.html
<input type="checkbox"/> AT&T Indiana	AT&T Indiana Guidebook, including Part 4, Section 2	http://cpr.att.com/guidebook/in/index.html
<input type="checkbox"/> AT&T Kansas	AT&T Kansas Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/ks/index.html
<input type="checkbox"/> AT&T Michigan	AT&T Michigan Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/mu/index.html
<input type="checkbox"/> AT&T Missouri	AT&T Missouri Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/mo/index.html
<input type="checkbox"/> AT&T Ohio	AT&T Ohio Guidebook, including Part 4, Section 2	http://cpr.att.com/guidebook/oh/index.html
<input type="checkbox"/> AT&T Oklahoma	AT&T Oklahoma Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/ok/index.html
<input type="checkbox"/> AT&T Texas	AT&T Texas Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/tx/index.html
<input type="checkbox"/> AT&T Wisconsin	AT&T Wisconsin Guidebook, including Part 4, Section 2	http://cpr.att.com/guidebook/wg/index.html

2. TERM and EFFECTIVE DATES

Term:	2 years
Start Date of Term:	Upon initial implementation of Discount Program in the applicable AT&T systems
Effective Date of Rates and Discounts:	Start Date of Term
Rates Following Termination or Expiration of the Term:	Service Publication rates for Eligible services (as described in the applicable Service Publication) in effect at time of termination or expiration of the Term

3. MINIMUM ANNUAL REVENUE COMMITMENT (MARC) / MAXIMUM ANNUAL DISCOUNT

MARC* / Maximum Annual Discount	\$ 12,000 / \$ 1,750
* Contributory Services, as described in the applicable Service Publication, billed under BTNs in section 7 <u>before</u> the application of discounts and credits.	

4. RATES and DISCOUNTS

The rates and discounts below are listed for convenience only. If there is conflict between any rate or discount below and the corresponding Service Publication rate or discount in effect on the Effective Date, the Service Publication will control.

MARC Volume Discount (applies to Eligible services and may not exceed the Maximum Annual Discount)			
1 Year Term	1 Year Term	2 Year Term	2 Year Term
2% – MARC \$1,200	6% – MARC \$50,000	3% – MARC \$1,200	7% – MARC \$50,000
2% – MARC \$3,000	7% – MARC \$75,000	3% – MARC \$3,000	8% – MARC \$75,000
3% – MARC \$7,000	8% – MARC \$100,000	4% – MARC \$7,000	9% – MARC \$100,000
4% – MARC \$12,000	8% – MARC \$125,000	5% – MARC \$12,000	9% – MARC \$125,000
4% – MARC \$18,000	9% – MARC \$150,000	5% – MARC \$18,000	10% – MARC \$150,000
5% – MARC \$25,000	10% – MARC \$200,000	6% – MARC \$25,000	11% – MARC \$200,000
5% – MARC \$35,000		6% – MARC \$35,000	

COMPLETELINK® 2.0
AT&T ILEC Confirmation of Service Order
Provided Pursuant to Standard Service Publication Rates and Terms

Business Access Line Rates:

State	Monthly Recurring Rate, per Line
AR, IN, KS, MO, OK, TX	\$44.00
KS - EAS	\$51.00
CA, IL, MI, OH, WI	\$33.00

PBX Analog Trunk Discounts:

State	1 Year	2 Year
AR, KS, MO, OK, TX	10%	10%

Optional Features: Optional Features Discount (applies to Central Office Optional Features as described in the applicable Service Publication)	Discount
	40%

Local Usage Rates/Discounts:

State	Per Minute Rate	
	1 Year	2 Year
CA - Zone 1	\$0.019	\$0.019
CA - Zone 2	\$0.019	\$0.019
CA - Zone 3	\$0.024	\$0.024
IL - Band A	\$0.016	\$0.016
IL - Band B	\$0.034	\$0.034
IL - Band C	\$0.055	\$0.051

State	Per Message Rate	
	1 Year	2 Year
MI	\$0.090	\$0.090
OH	\$0.070	\$0.070
WI	\$0.110	\$0.110

Local Usage Service Level Discount: For BTNs listed in section 7 that include a combination of Exchange Access Lines and/or Centrex with ISDN PRI and PBX Trunks. (Does not apply to per message rate listed above.)

State	Discount
MI	35%
OH	15%
WI	30%

Rates – IntraLATA/Local Toll Per Minutes of Use (MOU) - Intrastate:

State	1 Year	2 Year
IL, IN, MI, OH, WI	\$0.055	\$0.054
AR, KS, MO, OK, TX	\$0.100	\$0.100
CA	\$0.060	\$0.060

Rates – IntraLATA Long Distance Usage Per Minutes of Use (MOU) - Interstate:

State	1 Year	2 Year
IL, IN, MI, OH, WI	\$0.120	\$0.115

COMPLETELINK® 2.0
AT&T ILEC Confirmation of Service Order
Provided Pursuant to Standard Service Publication Rates and Terms

5. SHORTFALL CHARGE

Shortfall Charge:	if Customer fails to meet the MARC in any completed year of the Term, the difference between the MARC and the actual billings for Contributory Services
--------------------------	---

6. EARLY TERMINATION CHARGE

Main BTN State	Early Termination Charge
AR, CA, KS, IN, MI, MO, OH, OK, TX, WI	<p><u>With No IL BTNs</u></p> <ul style="list-style-type: none"> • 50% of the unsatisfied MARC (after application of any Shortfall Charges) for the balance of the Term <p><u>With IL BTNs</u></p> <ul style="list-style-type: none"> • MARC is prorated for amount of MARC Eligible Charges in IL and outside IL <ul style="list-style-type: none"> ○ For IL BTNs, IL MARC Termination Charge; plus ○ For non-IL BTNs, 50% of the unsatisfied MARC (prorated after application of any Shortfall Charges) for the balance of the Term
IL	<ul style="list-style-type: none"> • the amount of unearned discounts for the 12-month period immediately preceding Customer's early termination ("IL MARC Termination Charge"). Unearned discounts are calculated by subtracting the discounted charges for Eligible services actually incurred during the twelve months immediately preceding termination from the discounted charges for those Eligible services that Customer would have incurred during that period under the longest CompleteLink 2.0 term for which the Customer would have actually qualified based upon the actual term of service (or Service Publication month-to-month rates for those Eligible services if the Customer would not have qualified for any CompleteLink 2.0 term)

7. BILLING TELEPHONE NUMBER (BTN) LIST

Eligibility: (max. of 1,000 BTNs)	<p>All BTNs listed below or in an attachment:</p> <ul style="list-style-type: none"> • must be valid business lines; • may not be Consolidated or Special Bill Numbers; • may not include Bill-Under, Working Telephone Numbers (WTNs), Account Telephone Numbers (ATNs), Cross Reference, Pager, Cell Phone, Pay Phone, Directory Advertising, Toll Free (800, 866, etc.) or Residential Numbers • are all of the BTNs intended by Customer to be included on Effective Date <p>To qualify as an Eligible or Contributory Service, a service must be billed under one of the listed BTNs or under a BTN added by Customer through Customer's AT&T Sales Contact.</p>
---	---

BTN List follows

COMPLETELINK® 2.0
 AT&T ILEC Confirmation of Service Order
 Provided Pursuant to Standard Service Publication Rates and Terms

BTN LIST

Main BTN, with area code and customer code:	630 260 1689 100	State of Main BTN: (ex: IL)	IL
--	------------------	---------------------------------------	----

Area Code, Prefix, Line #, Customer Code (no dashes, example: 312 555 1234 xxx, or 3122551234xxx)	BTN State (ex: IL)	Area Code, Prefix, Line #, Customer Code (no dashes, example: 312 555 1234 xxx, or 3122551234xxx)	BTN State (ex: IL)	Area Code, Prefix, Line #, Customer Code (no dashes, example: 312 555 1234 xxx, or 3122551234xxx)	BTN State (ex: IL)
6302601689100	IL	6309854802803	IL		
6306656563944	IL	6307520720529	IL		
6302958586588	IL	6307739952164	IL		
6303228964325	IL	6309647207200	IL		
6306682161827	IL	6309647503053	IL		
6303230677601	IL				
6307370635150	IL				
6303501365902	IL				
6306538662529	IL				
6303724186753	IL				
6304283150663	IL				
6304629965673	IL				
6304696580023	IL				
6306536505441	IL				
6304997510473	IL				
6306161745049	IL				
6306200082019	IL				
6306279712502	IL				
6306531921338	IL				
6306532760185	IL				
6309640953248	IL				
6309638754591	IL				
6309638752952	IL				
6309638751096	IL				
6309636444407	IL				
6309634773427	IL				
6309166594630	IL				



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	21-104-IT
COMPANY NAME:	AT&T Illinois
CONTACT PERSON:	Jane Holt
CONTACT EMAIL:	kt2324@att.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.

Signature on file

Printed Name: Jane Holt

Signature:

Title: CSE

Date: 3/30/26