



Emergency Telephone System Board Of DuPage County Memorandum

TO: Chair Schwarze and ETS Board Members
FROM: Linda Zerwin, Executive Director
DATE: August 4, 2025
SUBJECT: Procedure for payment of Hexagon PO 1914-1 costs

The purpose of this memorandum is to discuss the payment of the capital portions of Intergraph/Hexagon, to become Octave in 2026, PO 1914-1 invoices fronted by ETSB with 9-1-1 surcharge funds that require reimbursement by the PRMS Oversight Committee.

Background:

Hexagon has provided ETSB with two (2) invoices.

Capital Cost: The first invoice, P250000353, is for Milestone #2: Upon Completion of 'Task - Server Software Staging' in the amount of \$71,021 and Milestone #5: Upon completion of 'Task - OnCall Records & MFR Delta Workshops' in the amount of \$17,755.

Total invoice amount of \$88,776.00.

These milestones are part of the OnCall Records/MFR System Upgrade project. The milestones were approved by the ETS Board and PRMS Oversight Committee in June. There was discussion at the June 11 PRMS Oversight Committee as to how this invoice should be paid because PRMS has an Equipment Replacement Fund (ERF) for this purpose that has sufficient funds. There was only a discussion and no consensus to move forward and allow the invoice to be paid directly to Hexagon by PRMS.

Past invoices have been paid by ETSB and reimbursed by PRMS as part of the annual true up of shared contract costs made by the Finance Department through an interdepartmental budget transfer. The discussion was based around the goal of the PRMS consortium to become self-sufficient, eliminating the need for ETSB to front the capital portions of the Hexagon contract that are PRMS costs.

There are three (3) milestones left in this project not including the two (2) aforementioned milestones for a total of \$195,338.00. This upgrade is scheduled to be completed in FY25 Q4.

The PRMS Oversight Committee should transfer funds from their 5840: ERF to 5830: Operating to pay the current invoice of \$88,776.00 directly and still bill their agencies in arrears in their annual invoicing. If PMRS believes that they will finish this project in FY25, they should transfer the total amount for the balance of the project (\$284,114) at their next meeting and authorize staff to pay those invoices upon acceptance of the milestones. This would also require a budget transfer at their August 27 meeting authorized by PRMS Oversight Committee from their ERF to the appropriate operating line item in their budget.

Annual Maintenance: The second invoice, DUPAGE2025, is for annual maintenance, on both the CAD (\$876,306.21) and RMS (\$628,631.52) systems for a total invoice amount of \$1,504,937.73. Annual invoices for maintenance have also been paid by ETSB and reimbursed by PRMS annually in arrears.



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Based on the IGA, there is an expectation by participating agencies that ETSB will front this cost through the end of the current contract and be reimbursed in arrears.

Budget Impact:

The maintenance invoice of \$1,504,937.73 is a budgeted expense. The RMS budget portion of \$628,631.52 is budget neutral because it will be reimbursed.

Recommendation:

Pay the Maintenance Invoice: Staff recommend that the maintenance invoice continue to be paid in same manner through the end of the current contract on June 30, 2027. Once the current contract is completed, ETSB would recommend separate maintenance contracts with any renewals. Separate contracts would allow the ETSB to reduce its budget by the RMS cost in its operating line items \$639,703.08 (FY26 cost).

Direct the Milestone Invoices to PRMS for Payment: Staff recommend that the milestone invoices for capital costs be directed to PRMS for payment. This is appropriate and eliminates one financial transfer and several steps for ETSB and County Finance staff. ETSB should not be paying RMS Capital costs from its Capital Contingency Fund.