



DU PAGE COUNTY

Technology Committee

Final Summary

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

Tuesday, November 21, 2023

11:30 AM

Room 3500A

1. CALL TO ORDER

11:30 AM meeting was called to order by Chair Yoo at 11:31 AM.

2. ROLL CALL

| | |
|----------------|---|
| PRESENT | Berlin, Carrier, Eckhoff, Galassi, Gustin, Henry, Kaczmarek, Rutledge, White, and Yoo |
| ABSENT | Cronin Cahill, and Mendrick |

3. CHAIRWOMAN'S REMARKS - CHAIR YOO

Chair Yoo said today is Deputy CIO Wendi Wagner's last Technology Committee meeting before her retirement. She thanked Ms. Wagner for all of the work she has done for DuPage County and commended her on a job well done.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [23-3721](#)

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, November 7, 2023

Attachments: [2023-11-07 Technology Minutes \(Summary\).pdf](#)

| | |
|------------------|------------------|
| RESULT: | APPROVED |
| MOVER: | Patty Gustin |
| SECONDER: | Kathleen Carrier |

6. PROCUREMENT REQUISITIONS

6.A. [TE-P-0075-23](#)

Recommendation for the approval of a contract purchase order to Accela, Inc., for Managed Application Services to provide support with permitting software for the Building & Zoning, Transportation, Stormwater, and Public Works departments, for the period of February 21, 2024 through February 20, 2025, for a contract total not to exceed \$199,290; per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Proprietary Software Maintenance and Support)

Attachments: [Accela \(Managed App Svcs\) - PRCC](#)
[Accela \(Managed App Svcs\) - Quote #Q-31390](#)
[Accela \(Managed App Svcs\) - Sole Source Letter](#)
[Accela \(Managed App Svcs\) - VED](#)

| | |
|------------------|------------------------------|
| RESULT: | APPROVED AND SENT TO FINANCE |
| MOVER: | Kari Galassi |
| SECONDER: | Patty Gustin |

6.B. [TE-P-0076-23](#)

Recommendation for the approval of a contract purchase order to Insight Public Sector, Inc., for the procurement of RAM for the VSAN, for Information Technology, for a contract total amount of \$62,460, pursuant to the Intergovernmental Cooperation Act, in compliance with 30 ILCS 525/2 "Governmental Joint Purchasing Act" - OMNIA Partners Contract #23-6692-03.

CIO Anthony McPhearson noted that this item was originally approved by the Technology Committee and County Board in August 2023, but staff determined that the vendor was potentially fraudulent and not a vendor with which DuPage County will do business.

Attachments: [Insight \(VSAN RAM\) - PRCC](#)
[Insight \(VSAN RAM\) - Quotation #0226840678](#)
[Insight \(VSAN RAM\) - Omnia Contract #23-6692-03](#)
[Insight \(VSAN RAM\) - VED](#)

| | |
|------------------|------------------------------|
| RESULT: | APPROVED AND SENT TO FINANCE |
| MOVER: | Patty Gustin |
| SECONDER: | Sheila Rutledge |

6.C. [TE-CO-0007-23](#)

Amendment to County Contract 6513-0001 SERV, issued to Learning Tree International, for the procurement of educational training vouchers, which do not expire, for Information Technology, to purchase an additional two (2) vouchers for use by the Records Management Team and increase the contract amount by \$3,990, resulting in an amended contract total of \$33,915, an increase of 13.33%.

Attachments: [Learning Tree - 6513-1-SERV - Change Order #1](#)
[Learning Tree - 6513-1-SERV - Change Order #1 Decision Memo](#)
[Learning Tree - 6513-1-SERV - Change Order #1 - Quote #V-U22977](#)

| | |
|------------------|------------------------------|
| RESULT: | APPROVED AND SENT TO FINANCE |
| MOVER: | Kari Galassi |
| SECONDER: | Kathleen Carrier |

6.D. [23-3722](#)

Amendment to County Contract 6452-0001 SERV, issued to Sound Incorporated, to furnish and install the equipment and materials necessary to reconfigure the AV system in the County Board room as part of the remodeling project, to increase the contract amount by \$900, resulting in an amended contract total of \$15,127, an increase of 6.33%.

Member Gustin asked if this will incorporate a button Board members can use so the Chair can more easily keep track of who will speak next during meetings. Mr. McPhearson responded no, but staff has made that recommendation to the Chair and others, and the idea is still with administration. He said this will allow staff to move the monitors in the board room so Board members can see the agenda.

Attachments: [Sound Inc - 6452-1-SERV - Change Order #1](#)

| | |
|------------------|--------------|
| RESULT: | APPROVED |
| MOVER: | Patty Gustin |
| SECONDER: | Kari Galassi |

7. INFORMATIONAL ITEMS

7.A. [ED-P-0003-23](#)

Recommendation for the approval of a contract purchase order issued to Comcast Business Services, to provide internet connectivity for the Workforce Development Division, for the three-year period of December 1, 2023 through November 30, 2026, for a contract total amount of \$39,238.20. Per 55 IL-CS 5/5-1022 Competitive Bids (C) Not Suitable for Competitive Bidding.

Attachments: [Comcast - PRCC_LV_REV](#)
[Comcast - Sales Order Form](#)
[Comcast Vendor Ethics Disclosure Statement_Redacted](#)

| | |
|------------------|-----------------------------|
| RESULT: | ACCEPTED AND PLACED ON FILE |
| MOVER: | Patty Gustin |
| SECONDER: | Kari Galassi |

7.B. [ED-CO-0006-23](#)

Amendment to County Contract #6160-0001 SERV, issued to Dell Marketing L.P., to add 50 Enterprise Mobility & Security (EMS) Licenses for the Workforce Development Division, and increase the contract amount \$19,292.11, for a new contract amount of \$70,318.40, a 37.81% increase.

Member Carrier asked if this is for laptops for staff. Mr. McPhearson and Ms. Wagner said this is to upgrade Microsoft licensing for WorkNet staff.

- Attachments:** [Dell-Change Order PO 6160-001](#)
[Dell - Decision Memo](#)
[Dell -Original Quote](#)
[Dell -New Quote1_Redacted](#)
[Dell -NewQuote2_Redacted](#)
[Dell - Vendor Ethics](#)

| | |
|------------------|-----------------------------|
| RESULT: | ACCEPTED AND PLACED ON FILE |
| MOVER: | Patty Gustin |
| SECONDER: | Kari Galassi |

8. OLD BUSINESS

Chair Yoo said there were two technology-related items on the JPS Committee agenda today that should have come to the Technology Committee as informational items. She reminded committee chairs and department heads to make sure any technology-related items going forward are added to the Technology agenda.

9. NEW BUSINESS

No new business was discussed.

10. ADJOURNMENT

With no further business, the meeting was adjourned.



Minutes

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

File #: 23-3721

Agenda Date: 11/21/2023

Agenda #: 5.A.



DU PAGE COUNTY

Technology Committee

Final Summary

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

Tuesday, November 7, 2023

11:30 AM

Room 3500A

1. CALL TO ORDER

11:30 AM meeting was called to order by Chair Yeena Yoo at 11:30 AM.

2. ROLL CALL

| | |
|----------------|---|
| PRESENT | Berlin, Cronin Cahill, Carrier, Eckhoff, Galassi, Gustin, Henry, Kaczmarek, Rutledge, and Yoo |
| ABSENT | Mendrick |
| LATE | White |

3. CHAIRWOMAN'S REMARKS - CHAIR YOO

Chair Yoo advised that the Dayforce implementation for the new ERP payroll system is on pace. She said she has been attending the steering committee meetings with Anthony McPhearson, Liz Chaplin, and other staff members. She said if anyone wants specific updates regarding this implementation to let her know. She said they are still in the discovery phase through December 15th. Mr. McPhearson said we are very happy with Ceridian, the application owner, and said they seem to be pretty solid. He said OnActuate, the implementation company, also seems to have a lot of experience and expertise.

4. PUBLIC COMMENT

No public comments were offered.

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [23-3573](#)

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, October 17, 2023

Attachments: [2023-10-17 Technology Minutes](#)

6. PROCUREMENT REQUISITIONS

6.A. [TE-P-0070-23](#)

Recommendation for the approval of a contract purchase order to CDWG, Inc., for the purchase of laptops, desktops, monitors, and docking stations, for Information Technology, for the period of November 15, 2023 through November 30, 2024, for a contract total amount of \$148,610.70. Contract pursuant to the Intergovernmental Cooperation Act, Sourcewell Contract #081419 cooperative purchasing agreement pricing, in compliance with 30 ILCS 525/2 "Governmental Joint Purchasing Act".

Member Gustin asked how often we change out these items and if there is an inventory cycle system in place. Mr. McPhearson said yes, adding that we try to replace ten to twenty percent of our entire fleet every year. He said it is very costly to do them all at the same time, as we have about 2,000 devices. He said this purchase is for 95 devices, noting that we purchased 75 devices earlier this year. He said we have purchased roughly eight percent this year. Member Gustin then asked if those devices are recycled. Mr. McPhearson said they are wiped, recycled, then destroyed. Member Gustin asked if there is any way we can donate the old devices to schools. Mr. McPhearson said that process never works because schools end up with old equipment, where the technology is five to ten years behind, rendering them unusable.

Chair Yoo pointed out that this was, by far, the lowest quote out of the three vendors.

Member Rutledge asked if these items are available, given the supply chain issue. Mr. McPhearson said yes, the inventory is currently available.

Attachments: [CDWG - PRCC.pdf](#)
[CDWG - Quote #1CCHPJ1.pdf](#)
[CDWG - Sourcewell Contract #081419.pdf](#)
[CDWG - Sourcewell Contract #081419 Extension.pdf](#)

Member Gustin asked how often we change out these items and if there is an inventory cycle system in place. Mr. McPhearson said yes, adding that we try to replace ten to twenty percent of our entire fleet every year. He said it is very costly to do them all at the same time, as we have about 2,000 devices. He said this purchase is for 95 devices, noting that we purchased 75 devices earlier this year. He said we have purchased roughly eight percent this year. Member Gustin then asked if those devices are recycled. Mr. McPhearson said they are wiped, recycled, then destroyed. Member Gustin asked if there is any way we can donate the old devices to schools. Mr. McPhearson said that process never works because schools end up with old equipment, where the technology is five to ten years behind, rendering them unusable.

Chair Yoo pointed out that this was, by far, the lowest quote out of the three vendors.

Member Rutledge asked if these items are available, given the supply chain issue. Mr. McPhearson said yes, the inventory is currently available.

| | |
|------------------|------------------------------|
| RESULT: | APPROVED AND SENT TO FINANCE |
| MOVER: | Sheila Rutledge |
| SECONDER: | Patty Gustin |

6.B. [TE-P-0071-23](#)

Recommendation for the approval of a contract purchase order to BDO USA Solutions Provider, LLC, for the annual software maintenance of FireEye Security software. This contract covers the period of December 10, 2023 through December 9, 2024, for Information Technology, for a contract total amount of \$165,113. This is the first optional renewal per lowest responsible bidder, bid #22-124-IT.

Attachments: [BDO \(FireEye\) - PRCC](#)
 [BDO \(FireEye\) - Contract Renewal](#)
 [BDO \(FireEye\) - 22-124-IT Bid Tab](#)
 [BDO \(FireEye\) - Response Bid 22-124-IT](#)
 [BDO \(FireEye\) - VED](#)

| | |
|------------------|------------------------------|
| RESULT: | APPROVED AND SENT TO FINANCE |
| MOVER: | Sheila Rutledge |
| SECONDER: | Kari Galassi |

6.C. [TE-P-0072-23](#)

Recommendation for the approval of a contract purchase order to Imaging Systems, Inc. d/b/a Integrated Document Technologies (IDT), for the annual Hyland and CAPSYS Software Assurance maintenance of imaging systems for Supervisor of Assessments, Treasurer, Family Center, Coroner, and County Clerk, paid for by Information Technology, for the period of January 1, 2024 through January 31, 2025, for a contract total amount of \$63,300.76. Exempt from bidding per 55 ILCS 5/5-1022 (c) “Competitive Bids” not suitable for competitive bids – Sole Source. IDT is the OnBase approved provider for their products.

Attachments: [IDT - PRCC](#)
 [IDT - FY2024 Quote](#)
 [IDT - Sole Source Letter](#)
 [IDT - VED](#)

| | |
|------------------|------------------------------|
| RESULT: | APPROVED AND SENT TO FINANCE |
| MOVER: | Cynthia Cronin Cahill |
| SECONDER: | Kari Galassi |

6.D. [TE-P-0073-23](#)

Recommendation for the approval of a contract purchase order to IBM Corporation, for the purchase of program product software licenses for IBM z/OS and software support and maintenance for the BC12 z System Server, for Information Technology, for the period of December 1, 2023 through November 30, 2024, for a total contract amount of \$111,171.72. Exempt from bidding per DuPage County Purchasing Ordinance, Article 2-350 - Sole Source. This is proprietary software.

Mr. McPhearson explained that this contract is for maintenance and support of our current operating system of our existing mainframe. He said we hope to have the mainframe sunset by the end of next year, worst case by 2025. He said the only holding that up are applications running on it that are owned by other agencies, such as the Sheriff's Office and Clerk of the Circuit Court. He said IT is working with them to move

those applications off, and once that is done, this cost will go away.

Attachments: [IBM - PRCC](#)
[IBM - Quote FY24](#)
[IBM - Sole Source Letter 2023](#)
[IBM - VED](#)

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|------------------|------------------------------|
| RESULT: | APPROVED AND SENT TO FINANCE |
| MOVER: | Kathleen Carrier |
| SECONDER: | Sheila Rutledge |

6.E. [23-3570](#)

Recommendation for the approval of a contract purchase order to Telcom Innovations Group, for professional services and licensing for the MiCam speech activation software, for Information Technology, for the period of November 8, 2023 through November 7, 2024, for a contract total amount of \$22,856. Exempt from bidding per 55 ILCS 5/5-1022 'Competitive Bids' (D) IT/Telecom Purchases Under \$35,000.

Member Gustin asked if this will be something that will help residents and employees be able to communicate better. Mr. McPhearson said, for existing employees and specifically the Public Defender's office, it will allow for them to not have to address a bunch of calls and necessarily have someone there to answer the calls. He said it replaces an old system that requires people to wait and choose a number to be able to be sent to that extension. He said it will help disabled users by enabling them to use verbally choose a name or extension. He said this will help staff manage the volume of calls as well as help the public get to the number they need faster.

Attachments: [TIG - PRCC.pdf](#)
[TIG - Quote #36635.pdf](#)
[TIG - VED](#)

| | |
|------------------|-----------------|
| RESULT: | APPROVED |
| MOVER: | Sheila Rutledge |
| SECONDER: | Kari Galassi |

6.F. [23-3571](#)

Recommendation for the approval of a contract purchase order to Infor (US) Inc., for year end patch installation and application support for the Human Resources and Payroll modules of the ERP system, for the Human Resources Department, for the period of December 1, 2023 through November 30, 2024, for a total contract amount of \$24,120. Pursuant to DuPage County Code Section 2-353(1)(b) - Other Professional Services not subject to competitive bidding per 55 ILCS 5/5-1022(a). Infor acquired Ciber, who has provided support for the Infor system since the ERP was implemented in 2013.

Attachments: [Infor \(Managed Services\) - PRCC](#)
 [Infor \(Managed Services\) - Change Order FY2024](#)
 [Infor - VED](#)

| | |
|------------------|------------------|
| RESULT: | APPROVED |
| MOVER: | Kathleen Carrier |
| SECONDER: | Kari Galassi |

7. OTHER ACTION ITEMS

7.A. [TE-R-0045-23](#)

Adoption of the Technology Resources Acceptable Use Policy

Mr. McPhearson explained that Technology Acceptable Use Policies are used in all organizations to provide as a guideline to give all users an understanding of what they can and cannot do, how to use it and not use it, and what is appropriate or not appropriate. He said we have not updated our policy in eleven years. He said the IT team went through and made multiple natural updates. He pointed out that there is additional security information about how to stay secure. He said we are changing our policy with how we issue device, moving to a one device policy. He said this means each individual receives one device, whereas in the past some people would receive multiple devices. He said we feel it is not a good use of County funds and it is more effective for us to purchase a laptop that is lightweight and can be used in the office and at home, if necessary. He said the pandemic allowed us to accelerate this process. He also said there are still a few exceptions, such as for individuals who are physically unable to carry equipment back and forth.

Member Rutledge asked if we tend to lean to the Apple side of things or Microsoft side of things, and if most of our software packages support either platform. Mr. McPhearson said we are primarily a Microsoft shop, noting that we have very few Apple devices because there is no need for it. He said Apple devices are great for very specific uses, but we prefer not to support Apple devices because we would then need to have PC Technicians trained on Apple devices. Staff confirmed we have some iPads and iPhones but no other Apple products.

Member Yoo thanked staff for including the redline version so it was easier to view the changes.

Member Evans asked how this information will get pushed out. She also asked if it will go to all new employees. DCIO Wendi Wagner said the information will be pushed out by Human Resources as a policy acknowledgement for all existing employees, and all new employees will view it as part of the personnel policies handbook.

Member White said it is an important point that we educate staff on these policies, noting that this is only one example of that. Chair Yoo said maybe there should be an email sent

out about this newly adopted policy.

Member Gustin said other places do a video with someone discussing the changes, adding that people learn differently, such as visually, audibly, etc. Mr. McPhearson agreed.

Member White commented that they are considering doing an Accounts Payable video.

PIO Joan Olson said Communications can shoot the video for them.

Attachments: [Technology Resources Acceptable Use Policy](#)
[Technology Resources Acceptable Use Policy - revised](#)
[10302023_REDLINE](#)

| | |
|------------------|-----------------------|
| RESULT: | APPROVED AT COMMITTEE |
| MOVER: | Kari Galassi |
| SECONDER: | Sheila Rutledge |

8. OLD BUSINESS

Mr. McPhearson said the awards came in for the four awards IT has recently won, one for the new website, one for an application that Web Services built, and two for applications that GIS built.

9. NEW BUSINESS

No new business was discussed.

No new business was discussed.

10. ADJOURNMENT

With no further business, the meeting was adjourned.

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-0075-23

Agenda Date: 11/21/2023

Agenda #: 7.A.

AWARDING RESOLUTION ISSUED TO
ACCELA, INC.
FOR MANAGED APPLICATION SERVICES
FOR BUILDING & ZONING, DIVISION OF TRANSPORTATION,
STORMWATER MANAGEMENT, AND PUBLIC WORKS
(CONTRACT TOTAL NOT TO EXCEED \$199,290.00)

WHEREAS, a sole source quotation has been obtained in accordance with Board policy; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to Accela, Inc., for managed application services for Building & Zoning, Division of Transportation, Stormwater, and Public Works departments, for the period of February 21, 2024 through February 20, 2025.

NOW, THEREFORE BE IT RESOLVED, that said contract for managed application services for Building & Zoning, Division of Transportation, Stormwater, and Public Works departments, for the period of February 21, 2024 through February 20, 2025, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Accela, Inc., 4375 Solutions Center, Chicago, IL 60677, for a contract total amount not to exceed \$199,290.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider - Accela is the sole provider for this software application.)

Enacted and approved this 28th day of November, 2023, 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#: 23-3681 | RFP, BID, QUOTE OR RENEWAL #: Q-28359 | INITIAL TERM WITH RENEWALS: OTHER | INITIAL TERM TOTAL COST: \$199,290.00 |
| COMMITTEE: TECHNOLOGY | TARGET COMMITTEE DATE: 11/21/2023 | PROMPT FOR RENEWAL: 3 MONTHS | CONTRACT TOTAL COST WITH ALL RENEWALS: \$199,290.00 |
| | CURRENT TERM TOTAL COST: \$199,290.00 | MAX LENGTH WITH ALL RENEWALS: ONE YEAR | CURRENT TERM PERIOD: INITIAL TERM |
| <i>Vendor Information</i> | | <i>Department Information</i> | |
| VENDOR: Accela, Inc. | VENDOR #: 23818 | DEPT: Information Technology / GIS | DEPT CONTACT NAME: Tom Ricker |
| VENDOR CONTACT: Caitlin Carter | VENDOR CONTACT PHONE: (925) 359-3411 | DEPT CONTACT PHONE #: 630-407-5062 | DEPT CONTACT EMAIL: Tom.Ricker@dupageco.org |
| VENDOR CONTACT EMAIL: ccarter@accela.com | VENDOR WEBSITE: www.accela.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 Accela Managed Application Services for the Building & Zoning, Transportation, Stormwater, and Public Works departments. Sole source. | | | |
| JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This managed service will provide knowledgeable professional services in order to support County departments and staff with the Accela permitting application within the "live production software environment". | | | |

| 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 | |
|-------------------------------------|--|
| 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. SOFTWARE MANUFACTURER AND SOLE MAINTENANCE/UPDATE PROVIDER |
| 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. Accela is the sole provider for this software application. The new permit application is a cloud-based service. Now that the application is live Accela is working alongside County departments and staff to manage it. |
| 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. Accela is the sole provider for this software application. |
| 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. Accela is the sole provider for this software application. |

SECTION 5: Purchase Requisition Information

| | | | |
|---|------------------------------|---|---|
| <i>Send Purchase Order To:</i> | | <i>Send Invoices To:</i> | |
| Vendor: Accela, Inc. | Vendor#: 23818 | Dept: Information Technology | Division: |
| Attn: Becky O'Brien | Email: robrien@accela.com | Attn: Sarah Godzicki | Email: Sarah.Godzicki@dupageco.org |
| Address: 2633 Camino Ramon, Suite 500 | City: San Ramon | Address: 421 N. County Farm Road | City: Wheaton |
| State: CA | Zip: 94583 | State: IL | Zip: 60187 |
| Phone: (925) 359-3334 | Fax: | Phone: 630-407-5037 | Fax: |
| <i>Send Payments To:</i> | | <i>Ship to:</i> | |
| Vendor: Accela, Inc. | Vendor#: 23818 | Dept: Information Technology | Division: GIS |
| Attn: | Email: | Attn: Tom Ricker | Email: Tom.Ricker@dupageco.org |
| Address: P.O. Box 208298 | City: Dallas | Address: 421 N. County Farm Road | City: Wheaton |
| State: TX | Zip: 75320-8298 | State: IL | Zip: 60187 |
| Phone: (925) 359-3334 | Fax: | Phone: 630-407-5062 | Fax: |
| Shipping | | Contract Dates | |
| Payment Terms: PER 50 ILCS 505/1 | FOB: Destination | Contract Start Date (PO25): Feb 21, 2024 | Contract End Date (PO25): Feb 20, 2025 |
| Contract Administrator (PO25): Tom Ricker | | | |

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 | | Accela Managed Application Services - B&Z | FY24 | 1100 | 2810 | 53020 | | 123,765.00 | 123,765.00 |
| 2 | 1 | EA | | Accela Managed Application Services - DOT | FY24 | 1500 | 3500 | 53020 | | 34,000.00 | 34,000.00 |
| 3 | 1 | EA | | Accela Managed Application Services - SW | FY24 | 1600 | 3000 | 53020 | | 25,000.00 | 25,000.00 |
| 4 | 1 | EA | | Accela Managed Application Services - PW | FY24 | 2000 | 2665 | 53020 | | 16,525.00 | 16,525.00 |
| <i>FY is required, assure the correct FY is selected.</i> | | | | | | | | | | Requisition Total | \$ 199,290.00 |

| <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. Please send PO to Sarah Godzicki & Tom Ricker and email both when sending 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. |

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



Proposed by: Caitlin Carter
 Contact Phone: (925) 359 - 3411
 Contact Email: ccarter@accela.com
 Quote ID: Q-31390
 Valid Through: 11/30/2023
 Currency: USD

2633 Camino Ramon, Suite 500
 San Ramon, CA, 94583

Renewal Order Form

Address Information

Bill To:

DuPage County
 421 N. County Farm Road
 Wheaton, Illinois 60187
 United States

Ship To:

DuPage County
 421 N. County Farm Road
 Wheaton, Illinois 60187
 United States

Billing Name: Jim Stran
 Billing Phone: 6304076700
 Billing Email: jim.stran@dupageco.org

| Services | Year | Start Date | End Date | Term (Months) | Price | Qty | Net Total |
|------------------------------|--------|------------|-----------|---------------|--------------|-----|---------------------|
| Managed Application Services | Year 1 | 2/21/2024 | 2/20/2025 | 12 | \$199,290.00 | 1 | \$199,290.00 |
| TOTAL: | | | | | | | \$199,290.00 |

Pricing Summary

| Period | Net Total |
|--------------|----------------------|
| Year 1 | \$ 199,290.00 |
| Total | \$ 199,290.00 |

Renewal Terms/Information:

| | |
|------------------------|--|
| General Information | |
| Governing Agreement(s) | This Order Form, including any OnPrem Licenses, Maintenance and Support, and Subscription Services will be governed by the applicable terms and conditions. If those terms and conditions are non-existent, have expired, do not apply or have otherwise been terminated, the following terms at https://www.accela.com/terms/ will govern as applicable, based on the Customer's purchase. For Managed Application Services, our Managed Application Services Policy at https://www.accela.com/terms/ shall apply. |
| Order Terms | |
| Order Start Date | Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported; |
| Order Duration | Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable. |
| Special Order Terms | This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on this Order Form. <ul style="list-style-type: none"> • In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction. • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality. |

| | |
|------------------|--|
| Payment Terms | |
| Currency | USD |
| Invoice Date | Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total above will be issued on the Order Start Date. |
| Payment Due Date | Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 30 days . |
| Service Charge | Pricing is based upon payment by ACH or check. Payment by credit card (including Purchase Cards) for product and services in this Order Form will be subject to a service charge of 3%. There is no service charge for ACH or check payment. |

| | |
|-----------------------|---|
| Special Payment Terms | None unless otherwise specified in this location. |
| Purchase Order | If Customer requires PO number on invoices, it must be provided below and Customer must provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference. |
| | PO# |

| Signatures | |
|--------------|-------------|
| Accela, Inc. | Customer |
| Signature: | Signature: |
| Print Name: | Print Name: |
| Title: | Title: |
| Date: | Date: |

11/8/2023

Sarah Godzicki
DuPage County
421 N. County Farm Road
Wheaton, IL 60187

Re: Sole Source Status

Dear Ms. Godzicki:

Please allow me to offer the following information to clarify the source status of Accela, Inc.'s ("Accela") products and services. Accela, as owner and software manufacturer of Accela software products and services, is the sole source provider of technical support and maintenance for all Accela software products and services licensed to DuPage County, IL, including Accela's Managed Application Services. No third-party vendor, company, or entity is authorized to develop new features for, provide development services for, or to maintain these products and services.

If you have any questions or concerns, please contact Madina Sharifi via email at msharifi@accela.com.

Sincerely,

Signature on File

Aaron Haggarty

Chief Legal Officer
Secretary



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: 10/9/2023

Bid/Contract/PO #: _____

| | |
|-----------------------------|---|
| Company Name: Accela, Inc. | Company Contact: Contracts Admin |
| Contact Phone: 925-659-3200 | Contact Email: contractsadmin@acela.com |

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature ^{DocuSign} Signature on File _____

Printed Name Aaron Haggarty

Title Chief Legal Officer

Date 10/9/2023

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)



Technology Requisition \$30,000 and Over

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

File #: TE-P-0076-23

Agenda Date: 11/21/2023

Agenda #: 6.B.

AWARDING RESOLUTION ISSUED TO
INSIGHT PUBLIC SECTOR, INC.
FOR RANDOM ACCESS MEMORY (RAM)
FOR INFORMATION TECHNOLOGY
(CONTRACT TOTAL AMOUNT \$62,460.00)

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 random access memory (RAM) for the VSAN, for Information Technology; and

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

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to Insight Public Sector, Inc., for random access memory (RAM) for the VSAN, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for random access memory (RAM) for the VSAN, for Information Technology, be, and it is hereby approved for issuance of a contract by the Procurement Division to Insight Public Sector, Inc., 6820 Harl Ave., Tempe, AZ 85283-4318, for a contract total amount not to exceed \$62,460.00, per contract pursuant to the OMNIA Partners Contract #23-6692-03.

Enacted and approved this 28th day of November, 2023 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#: 23-3678 | RFP, BID, QUOTE OR RENEWAL #: 0226840678 | INITIAL TERM WITH RENEWALS: OTHER | INITIAL TERM TOTAL COST: \$62,460.00 |
| COMMITTEE: TECHNOLOGY | TARGET COMMITTEE DATE: 11/21/2023 | PROMPT FOR RENEWAL: | CONTRACT TOTAL COST WITH ALL RENEWALS: \$62,460.00 |
| | CURRENT TERM TOTAL COST: \$62,460.00 | MAX LENGTH WITH ALL RENEWALS: | CURRENT TERM PERIOD: INITIAL TERM |
| <i>Vendor Information</i> | | <i>Department Information</i> | |
| VENDOR: Insight | VENDOR #: 10809 | DEPT: Information Technology | DEPT CONTACT NAME: Joe Hamlin |
| VENDOR CONTACT: Bob Erwin | VENDOR CONTACT PHONE: 1.480.366.7058 | DEPT CONTACT PHONE #: 630.407.5000 | DEPT CONTACT EMAIL: joe.hamlin@dupageco.org |
| VENDOR CONTACT EMAIL: Bob.Erwin@insight.com | VENDOR WEBSITE: www.insight.com | DEPT REQ #: | |
| <i>Overview</i> | | | |
| DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). One-time purchase of RAM for the VSAN, via OMNIA Partners Contract #23-6692-03 for \$62,460.00. | | | |
| JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished By purchasing this RAM we will alleviate memory constraints on the VSAN as well as extend the usable life of our VSAN. | | | |

| 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 | |
|-------------------------------------|--|
| STRATEGIC IMPACT | Select an item from the following dropdown menu of County's strategic priorities that this action will most impact. CUSTOMER SERVICE |
| SOURCE SELECTION | Describe method used to select source. Procurement using the OMNIA Partners Contract #23-6692-03. |
| RECOMMENDATION AND TWO ALTERNATIVES | Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1. Do nothing and continue business as usual. 2. Purchase the RAM to make the VSAN more responsive. |

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

| | | | |
|---|---------------------------------|---|---|
| <i>Send Purchase Order To:</i> | | <i>Send Invoices To:</i> | |
| Vendor: Insight Public Sector, Inc. | Vendor#: 10809 | Dept: Information Technology | Division: |
| Attn: Bob Erwin | Email: Bob.Erwin@insight.com | Attn: Sarah Godzicki | Email: Sarah.Godzicki@dupageco.org |
| Address: 6820 Harl Ave. | City: Tempe | Address: 421 N. County Farm Rd. | City: Wheaton |
| State: AZ | Zip: 85283-4318 | State: IL | Zip: 60187 |
| Phone: | Fax: | Phone: 630-407-5037 | Fax: 630-407-5001 |
| <i>Send Payments To:</i> | | <i>Ship to:</i> | |
| Vendor: Insight Public Sector, Inc. | Vendor#: 10809 | Dept: Information Technology | Division: |
| Attn: | Email: | Attn: Joe Hamlin | Email: Joe.Hamlin@dupageco.org |
| Address: P.O. Box 731072 | City: Dallas | Address: 421 N. County Farm Rd. | City: Wheaton |
| State: TX | Zip: 75373-1072 | State: IL | Zip: 60187 |
| Phone: | Fax: | Phone: 630-407-5000 | Fax: |
| Shipping | | Contract Dates | |
| Payment Terms: PER 50 ILCS 505/1 | FOB: Destination | Contract Start Date (PO25): Nov 21, 2023 | Contract End Date (PO25): Dec 31, 2023 |
| Contract Administrator (PO25): Joe Hamlin | | | |

Purchase Requisition Line Details

| LN | Qty | UOM | Item Detail (Product #) | Description | FY | Company | AU | Acct Code | Sub-Accts/ Activity Code | Unit Price | Extension |
|--|-----|-----|----------------------------|---|------|---------|------|-----------|-----------------------------|-------------------|--------------|
| 1 | 180 | EA | HPE RAM | P00924-B21 32GB 2Rx4 PC4-2933Y-R Smart kit | FY23 | 1000 | 1110 | 54100 | | 347.00 | 62,460.00 |
| <i>FY is required, assure the correct FY is selected.</i> | | | | | | | | | | Requisition Total | \$ 62,460.00 |

| <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. Please send PO to Sarah Godzicki & Joe Hamlin 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. |

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

SOLD-TO PARTY 10002733

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

SHIP-TO

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

We deliver according to the following terms:

Payment Terms : Net 90 days
Ship Via : Insight Assigned Carrier/Ground
Terms of Delivery : FOB DESTINATION
Currency : USD

In order for Insight to accept Purchase Orders against this contract and honor the prices on this quote, your agency must be registered with OMNIA Partners Public Sector (formerly U.S. Communities). Our sales teams would be happy to assist you with your registration. Please contact them for assistance -- the registration process takes less than five minutes.

| Quotation | |
|-------------------------|--|
| Quotation Number | : 0226840678 |
| Document Date | : 07-NOV-2023 |
| PO Number | : |
| PO release: | : |
| Sales Rep | : Bob Erwin |
| Email | : BOB.ERWIN@INSIGHT.COM |
| Telephone | : +14803667058 |
| Sales Rep 2 | : Lia Paredes |
| Email | : LIA.PAREDES@INSIGHT.COM |
| Telephone | : +14809021145 |

| Material | Material Description | Quantity | Unit Price | Extended Price |
|----------------------------|--|----------|------------|----------------|
| P00924-B21 | HPE SmartMemory - DDR4 - module - 32 GB - DIMM 288-pin - 2933 MHz / PC4-23400 - registered OMNIA PARTNERS IT PRODUCTS & SERVICES(# 4400006644) List Price: 452.99 Discount: 23.398% | 180 | 347.00 | 62,460.00 |

| | |
|------------------|------------------|
| Product Subtotal | 62,460.00 |
| TAX | 0.00 |
| Total | 62,460.00 |

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

Sincerely,

Bob Erwin
 +14803667058
BOB.ERWIN@INSIGHT.COM

Lia Paredes
 +14809021145
LIA.PAREDES@INSIGHT.COM
 Fax 4807608347

OMNIA Partners (formerly U.S. Communities) IT Products, Services and Solutions Contract No. 4400006644

Insight Public Sector (IPS) is proud to be a contract holder for the OMNIA Partners Technology Products, Services & Solutions Contract.

This competitively solicited contract is available to participating agencies of OMNIA Partners. OMNIA Partners assists local and state government agencies, school districts (K-12), higher education, and nonprofits in reducing the cost of purchased goods by pooling the purchasing power of public agencies nationwide. This is an optional use program with no minimum volume requirements and no cost to agencies to participate.

Thanks for choosing Insight!

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

This purchase is subject to Insight's online Terms of Sale unless you have a separate purchase agreement signed by you and Insight, in which case, that separate agreement will govern. Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

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

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

Cobb County

Contract # 23-6692-03

for

Technology Product Solutions and Related Services

with

Insight Public Sector

Effective: May 1, 2023

The following documents comprise the executed contract between the Cobb County, and Insight Pubic Sector effective May 1, 2023:

- I. Executed Master Agreement
- II. Supplier's Response to the RFP, incorporated by reference

| | |
|-------------------|-----------------------|
| Reference Number | |
| Reference Depart. | Purchasing Department |

Master Agreement

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

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

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

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

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

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

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

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

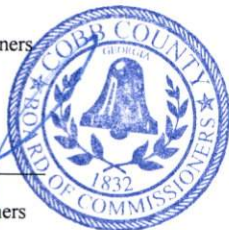
{SIGNATURES ON NEXT PAGE}

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



Cobb County... Expect the Best!

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



Lisa N. Cupid, Chairwoman
Cobb County Board of Commissioners

5/5/23
Date

APPROVED
PER MINUTES OF
COBB COUNTY
BOARD OF COMMISSIONERS

3/14/23

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

Authorized Signature

President
Title

4/4/2023
Date

FEDERAL TAX ID NUMBER

36-3949000

Approved as to form

County Attorney's Office

April 25, 2023
Date



Required Vendor Ethics Disclosure Statement

Date: 11/7/2023

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Bid/Contract/PO #: _____

| | |
|--|--|
| Company Name: <u>Insight Public Sector, Inc.</u> | Company Contact: <u>Bob Erwin</u> |
| Contact Phone: <u>480-366-7058</u> | Contact Email: <u>berwin@insight.com</u> |

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature Signature on File

Printed Name

Erica Falchetti

Title

Director, Public Sector

Date

11/7/2023

Attach additional sheets if necessary. Sign each sheet and number each page. **PAGE 1 OF 1 (total number of pages)**



Technology Change Order with Resolution

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

File #: TE-CO-0007-23

Agenda Date: 11/21/2023

Agenda #: 6.C.

AMENDMENT TO COUNTY CONTRACT 6513-1-SERV
ISSUED TO
LEARNING TREE INTERNATIONAL
FOR THE PROCUREMENT OF EDUCATIONAL TRAINING VOUCHERS
FOR INFORMATION TECHNOLOGY
(INCREASE ENCUMBRANCE \$3,990.00, 13.33%)

WHEREAS, County Contract 6513-1-SERV was approved by the Technology Committee on July 11, 2023; and

WHEREAS, the Technology Committee recommends changes as stated in the Change Order Notice to County Contract 6513-1-SERV, issued to Learning Tree International, for the procurement of fifteen (15) educational training vouchers, which do not expire, for Information Technology, to purchase an additional two (2) vouchers for use by the Records Management Team, and increase the contract by \$3,990.00 resulting in an amended contract total of \$33,915.00, an increase of 13.33%.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 6513-1-SERV, issued to Learning Tree International, for the procurement of fifteen (15) educational training vouchers, which do not expire, for Information Technology, to purchase an additional two (2) vouchers for use by the Records Management Team, and increase the contract by \$3,990.00 resulting in an amended contract total of \$33,915.00, an increase of 13.33%.

Enacted and approved this 28th day of November, 2023, at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK

TEC 11/12/21
 FI + CB 11/28



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Nov 8, 2023

MinuteTraq (IQM2) ID #: Legistar#23-3686

| | | | |
|---|---|--------------------------|------------------------------------|
| Purchase Order #: 6513-1-SERV | Original Purchase Order Date: Jul 11, 2023 | Change Order #: 1 | Department: IT - DuJIS/RMS |
| Vendor Name: Learning Tree International | | Vendor #: 11739 | Dept Contact: Don Ehrenhaft |
| Background and/or Reason for Change Order Request: | Request to increase the PO to add two (2) vouchers and create a Line 2 in the amount of \$3,990 charged to 1000-1115-53610. | | |
| IN ACCORDANCE WITH 720 ILCS 5/33E-9 | | | |

- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

| INCREASE/DECREASE | | |
|-------------------|--|-------------|
| A | Starting contract value | \$29,925.00 |
| B | Net \$ change for previous Change Orders | \$0.00 |
| C | Current contract amount (A + B) | \$29,925.00 |
| D | Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease | \$3,990.00 |
| E | New contract amount (C + D) | \$33,915.00 |
| F | Percent of current contract value this Change Order represents (D / C) | 13.33% |
| G | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) | 13.33% |

DECISION MEMO NOT REQUIRED

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

Change budget code from: _____ to: _____

Increase/Decrease quantity from: _____ to: _____

Price shows: _____ should be: _____

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

DECISION MEMO REQUIRED

Increase (greater than 29 days) contract expiration from: _____ to: _____

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

OTHER - explain below: _____

| | | | | | |
|---|-----------|---|-------------------------------------|---------------------|----------------------|
| SJG | 5037 | Nov 8, 2023 | <u>WW</u> ww | 5064 | 11/08/2023 |
| Prepared By (Initials) | Phone Ext | Date | Recommended for Approval (Initials) | Phone Ext | Date |
| REVIEWED BY (Initials Only) | | | | | |
| Buyer | Date | <u>HCM</u> HCM | | Procurement Officer | Date <u>11/14/23</u> |
| Chief Financial Officer (Decision Memos Over \$25,000) | Date | Chairman's Office (Decision Memos Over \$25,000) | | Date | |



Decision Memo

Procurement Services Division

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

Date: Nov 8, 2023

MinuteTraq (IQM2) ID #: Leg#23-3686

Department Requisition #: _____

| | |
|---|-----------------------------------|
| Requesting Department: IT - DuJIS/RMS | Department Contact: Don Ehrenhaft |
| Contact Email: Don.Ehrenhaft@dupagecounty.gov | Contact Phone: 630-407-5014 |
| Vendor Name: Learning Tree International | Vendor #: 11739 |

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

Request to increase the PO to add two (2) vouchers.

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

This will allow DuJIS/RMS staff to stay up to date with training on current and upcoming technologies.

Strategic Impact

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

This will allow DuJIS/RMS staff to stay up to date with training on current and upcoming technologies that will help with their partnership with various County municipalities and police agencies.

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

Learning Tree was selected using GSA contract #GS-35F-369CA.

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

- 1) Do not approve and deny staff additional training opportunities.
- 2) Approve the increase and allow staff to continue advancing their knowledge and skills with current and future technologies.

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

\$3,990 against DuJIS/RMS budget line 1000-1115-53610.



November 8, 2023

Don Ehrenhaft
Police RMS Manager
Information Technology Department
DuPage County
421 N. County Farm Road
Wheaton, IL 60187

RE: Request for price quote

Connie,

Thank you for this opportunity to serve you and the professional development interests of your employees.

For more than 40 years, Learning Tree's primary obligation and commitment to our global customer base has been delivering practical and applicable learning experiences that deliver improved employee engagement back on the job.

As the majority of public and private sector organizations have come to realize, the most expensive element of training is not the training itself, rather the lack of any real performance improvement or behavioral change after training. Our objective is to ensure that attendees of our courses not only learn, but through hands-on exercises, gain skills that can readily be transferred and used in the work environment.

Learning Tree's Credentials

Over 2.5 million professionals have repeatedly invested in their career development with Learning Tree given our commitment and recognition to delivering excellence in design, development, delivery and implementation.

- Extensive library of award-winning hands-on IT and management courses, including hundreds of official courses from leading technology brands, to include Microsoft, Cisco, IBM, ICAgile, (ISC)2 and more
- 600 plus expert practitioners skilled in the art and science of transferring knowledge in the classroom, then supporting change management initiatives back on the job as mentors/coaches
- World-class program management team experienced in delivering and managing training events delivered in person, virtually, or in blended formats across multiple mediums
- Real-time experiential learning workshops that implement immediate improvements across multiple project team types.

Has the Business Need Been Met?

This is the question we ask to measure our performance; not simply if the training event was "good". We welcome an in-depth review of our credentials and look forward to an opportunity to present our team and solutions to you in person.

At Your Service,

Max Sierra
Account Manager
Learning Tree International
Direct Line: **1-800-709-1287**

Pricing

Price Quote for Training Voucher Program Learning Tree International

Issued For:

Don Ehrenhaft
Police RMS Manager
DuPage County
421 N. County Farm Road
Wheaton, IL 60187

Training Advisor Contact Info:

Max Sierra
Account Manager
Learning Tree International
1-800-709-1287
Maxwell_Sierra@LearningTree.com

| Product Description | Price Per Program | Quantity | Total Cost |
|---|-------------------|----------|------------|
| Current Program - Gov Training Voucher V-U22977 – Two Additional Seats | \$1,995.00 | 2 | \$3,990.00 |

Training Voucher Program Benefits:

- Vouchers are **freely transferable** and can be used by any employee for any course within the **12 month period**. Please note, non-Government Voucher purchases expire 12 months from the date of the first attendance.
- Learning Tree's Training Voucher Program is a cost-effective solution for organizations with individuals whose training requirements vary from a single course per person to an entire series of courses.
- Your organization can save on the standard per course price, depending on the number of vouchers you purchase. Savings start with as few as three vouchers and increase your savings with the size of your voucher purchase.
- Manage your training using your personalized Voucher Usage report that we send to you monthly. Your usage reports detail who has attended which courses, the number of vouchers used, the number remaining, and more.

All prices are subject to change.

Pricing is rounded up to the nearest dollar.

Please note, some course exclusions may apply to this program.

ITIL® is a registered trade mark of AXELOS Limited



Change Order

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

File #: 23-3722

Agenda Date: 11/21/2023

Agenda #: 6.D.

TEC Only
11/21



Request for Change Order
Procurement Services Division

Attach copies of all prior Change Orders

Date: Nov 14, 2023

MinuteTraq (IQM2) ID #: Legistar #23-3711

| | | | |
|---|---|---------------------------------|-----------------------|
| Purchase Order #: 6452-1-SERV | Original Purchase Order Date: May 1, 2023 | Change Order #: 1 | Department: IT |
| Vendor Name: Sound Incorporated | Vendor #: 10159 | Dept Contact: Joe Hamlin | |
| Background and/or Reason for Change Order Request: | Increase the PO by \$900 in line 1. Since this brings the contract over the \$15,000 threshold, it requires approval by the Technology Committee. | | |
| IN ACCORDANCE WITH 720 ILCS 5/33E-9 | | | |

- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

| INCREASE/DECREASE | |
|-------------------|--|
| A | Starting contract value \$14,227.00 |
| B | Net \$ change for previous Change Orders \$0.00 |
| C | Current contract amount (A + B) \$14,227.00 |
| D | Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease \$900.00 |
| E | New contract amount (C + D) \$15,127.00 |
| F | Percent of current contract value this Change Order represents (D / C) 6.33% |
| G | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) 6.33% |

DECISION MEMO NOT REQUIRED

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

Change budget code from: _____ to: _____

Increase/Decrease quantity from: _____ to: _____

Price shows: _____ should be: _____

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

DECISION MEMO REQUIRED

Increase (greater than 29 days) contract expiration from: _____ to: _____

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

OTHER - explain below: _____

| | | | | | |
|---|-----------|---|-------------------------------------|-----------|------------|
| SJG | 5037 | Nov 14, 2023 | <i>WW</i> ww | 5064 | 11/14/2023 |
| Prepared By (Initials) | Phone Ext | Date | Recommended for Approval (Initials) | Phone Ext | Date |
| REVIEWED BY (Initials Only) | | | | | |
| Buyer | Date | <i>MCN</i> | Procurement Officer | Date | 11/14/23 |
| Chief Financial Officer (Decision Memos Over \$25,000) | Date | Chairman's Office (Decision Memos Over \$25,000) | Date | | |



File #: ED-P-0003-23

Agenda Date: 11/21/2023

Agenda #:

AWARDING RESOLUTION ISSUED TO
COMCAST BUSINESS SERVICES
TO PROVIDE INTERNET CONNECTIVITY
FOR WORKFORCE DEVELOPMENT DIVISION
(CONTRACT TOTAL AMOUNT \$39,238.20)

WHEREAS, pricing has been obtained and evaluated in accordance with County Board policy; and

WHEREAS, the Economic Development Committee recommends County Board approval for the issuance of a contract to Comcast Business Services, to provide Internet Connectivity, for the period of December 1, 2023 through November 30, 2026, for the Workforce Development Division.

NOW, THEREFORE BE IT RESOLVED, that said contract is to provide Internet Connectivity, for the period of December 1, 2023 through November 30, 2026, for the Workforce Development Division, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Comcast Business Services, PO Box 8587, Philadelphia, PA 19101-8587, for a contract total amount of \$39,238.20.

Enacted and approved this 28th day of November, 2023 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

| SECTION 1: DESCRIPTION | | | |
|---|---|---|--|
| <i>General Tracking</i> | | <i>Contract Terms</i> | |
| MINUTETRAQ ID#: 23-3583 | RFP, BID, QUOTE OR RENEWAL #: | INITIAL TERM WITH RENEWALS: OTHER | INITIAL TERM TOTAL COST: \$39,238.20 |
| COMMITTEE: ECONOMIC DEVELOPMENT | TARGET COMMITTEE DATE: 11/21/2023 | PROMPT FOR RENEWAL: | CONTRACT TOTAL COST WITH ALL RENEWALS: \$39,238.20 |
| | CURRENT TERM TOTAL COST: \$39,238.20 | MAX LENGTH WITH ALL RENEWALS: THREE YEARS | CURRENT TERM PERIOD: INITIAL TERM |
| <i>Vendor Information</i> | | <i>Department Information</i> | |
| VENDOR: COMCAST BUSINESS SERVICES | VENDOR #: 12382 | DEPT: Human Resources - WDD | DEPT CONTACT NAME: Lisa Schvach & Annie Davis |
| VENDOR CONTACT: ERICA ZASPAL | VENDOR CONTACT PHONE: (630) 824-8123 | DEPT CONTACT PHONE #: (630) 955-2066 | DEPT CONTACT EMAIL: lschvach@worknetdupage.org |
| VENDOR CONTACT EMAIL: erica_zaspal@comcast.com | VENDOR WEBSITE: https://business.comcast.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.). Ethernet Dedicated Internet (EDI) interface providing 100 Mbps Internet service for a service term renewal of 36 months from 12/1/23 to 11/30/26 in the amount of \$39,238.20. Same internet service provider that DuPage County currently utilizes. | | | |
| JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This service is required to provide Internet connectivity for the WDD. An active Internet circuit is critical for day-to-day business of the WDD. | | | |

| 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' (C) NOT SUITABLE FOR COMPETITIVE BIDDING |
| 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: COMCAST BUSINESS | Vendor#: 12382 | Dept: Human Resources | Division: Workforce Development |
| Attn: ERICA ZASPAL | Email: erica_zaspal@comcast.com | Attn: Annie Davis | Email: adavis@worknetdupage.org |
| Address: | City: | Address: 2525 Cabot Drive, Suite 302 | City: Lisle |
| State: | Zip: | State: IL | Zip: 60532 |
| Phone: (630) 824-8123 | Fax: | Phone: (630) 955-2044 | Fax: (630) 955-2059 |
| <i>Send Payments To:</i> | | <i>Ship to:</i> | |
| Vendor: COMCAST | Vendor#: 12382 | Dept: Human Resources | Division: Workforce Development |
| Attn: | Email: | Attn: Annie Davis | Email: adavis@worknetdupage.org |
| Address: PO BOX 8587 | City: PHILADELPHIA | Address: 2525 Cabot Drive, Suite 302 | City: Lisle |
| State: PA | Zip: 19101-8587 | State: IL | Zip: 60532 |
| Phone: | Fax: | Phone: (630) 955-2044 | Fax: (630) 955-2059 |
| Shipping | | Contract Dates | |
| Payment Terms: PER 50 ILCS 505/1 | FOB: Destination | Contract Start Date (PO25): Dec 1, 2023 | Contract End Date (PO25): Nov 30, 2026 |
| Contract Administrator (PO25): | | | |

Purchase Requisition Line Details

| LN | Qty | UOM | Item Detail (Product #) | Description | FY | Company | AU | Acct Code | Sub-Accts/Activity Code | Unit Price | Extension |
|--|-----|-----|-------------------------|------------------------|------|---------|------|-----------|-------------------------|-------------------|--------------|
| 1 | 1 | EA | | INTERNET DATA SERVICES | FY24 | 5000 | 2840 | 53250 | 23-681006 | 13,079.40 | 13,079.40 |
| 2 | 1 | EA | | INTERNET DATA SERVICES | FY25 | 5000 | 2840 | 53250 | 23-681006 | 13,079.40 | 13,079.40 |
| 3 | 1 | EA | | INTERNET DATA SERVICES | FY26 | 5000 | 2840 | 53250 | 23-681006 | 13,079.40 | 13,079.40 |
| <i>FY is required, assure the correct FY is selected.</i> | | | | | | | | | | Requisition Total | \$ 39,238.20 |

| <i>Comments</i> | |
|----------------------|--|
| HEADER COMMENTS | Provide comments for P020 and P025. |
| SPECIAL INSTRUCTIONS | Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. |
| INTERNAL NOTES | Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. |
| APPROVALS | Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB. |

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

Comcast Services Sales Order

**COMCAST
BUSINESS**

Sales Order ID

10486921

MSA ID

IL-374777-rlapo

Date Generated

10/17/2023

Customer Name: WorkNet DuPage - Lisle, IL

Customer Information

Name: Annie Davis
Title:
Address 1: 2525 CABOT DR
Address 2: STE 302

City: LISLE
State: IL
Zip: 60532

Phone:
Cell: (630) 955-2044
Fax:
Email: adavis1@worknetdupage.org

Summary of Comcast Business Services*

| | Total Monthly Recurring Charges | Total Non-Recurring Charges |
|-----------------------------------|------------------------------------|--------------------------------|
| Current Ethernet Services | \$1,055.00 | \$0.00 |
| Current (all Services) | \$1,055.00 | \$0.00 |
| Change Equipment & Accessories | \$34.95 | \$0.00 |
| Change (all Services) | \$34.95 | \$0.00 |
| Net/Total Ethernet Services | \$1,055.00 | \$0.00 |
| Net/Total Equipment & Accessories | \$34.95 | \$0.00 |
| Net/Total (all Services) | \$1,089.95 | \$0.00 |
| Total Charges | \$1,089.95 | \$0.00 |

*Note: Charges identified in the Service Order are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, USF fees, surcharges and recoupments (however designated). Please refer to your Comcast Enterprise Services Master Services Agreement (MSA) for specific detail regarding such charges. Customer shall pay Comcast one hundred percent (100%) of the non-amortized Custom Installation Fee prior to the installation of Service. The charges identified in this Service Order include only the charges Customer will incur as a result of Customer's requested service changes.

Agreement

This Comcast Enterprise Services Sales Order Form ("Sales Order") shall be effective upon acceptance by Comcast. This Sales Order is made a part of the Comcast Enterprise Services Master Services Agreement, entered between Comcast and the undersigned and is subject to the Product Specific Attachment for the Service(s) ordered herein, located at <https://business.comcast.com/terms-conditions-ent>, (the "Agreement"). Unless otherwise indicated herein, capitalized words shall have the same meaning as in the Agreement.

By signing below, Customer acknowledges, agrees to and accepts the terms and conditions of this Sales Order.

| | |
|----------------------------------|-------------------------|
| CUSTOMER | (Representative) |
| Signature: _____ | |
| Name: Lisa <i>WILLIAMS</i> | |
| Title: EXECUTIVE DIRECTOR | |
| Date: 10/31/2023 | |

| Ethernet Dedicated Internet | Monthly Recurring Charges | Non-Recurring Charges |
|------------------------------------|---------------------------|-----------------------|
| WorkNet Career Center | \$1,055.00 | |
| Subtotal | \$1,055.00 | \$0.00 |
| Equipment & Accessories | | |
| WorkNet Career Center | \$34.95 | |
| Subtotal - | \$34.95 | \$0.00 |
| Total | \$1,089.95 | \$0.00 |

Summary of Solution

| Location | Service Term (months) | Remaining Service Term (months) | Qty | Description | Monthly Recurring Charges | Non-Recurring Charges |
|---|-----------------------|---------------------------------|-----|-------------------------------------|---------------------------|-----------------------|
| WorkNet Career Center | | | | | | |
| 2525 CABOT DR, STE 302, LISLE, IL 60532 | | | | | | |
| Comcast Business Services | | | | | | |
| | 36 | | | Ethernet Dedicated Internet - Renew | | |
| | | | | Port - 1 Gbps | | |
| | | | | Basic Bandwidth - 100 Mbps | \$1,025.00 | |
| | | | | Tax Jurisdiction - Interstate | | |
| | | | 1 | Static IPv4 -/30 - 1 Usable IP | | |
| | | | 1 | Static IPv4 -/28 - 13 Usable IPs | \$30.00 | |
| | | | | Transport Type - Fiber | | |
| Equipment & Accessories | | | | | | |
| | | | 1 | Ethernet Equipment @ \$34.95 each | \$34.95 | |
| Subtotal | | | | | \$1,089.95 | \$0.00 |
| Total | | | | | \$1,089.95 | \$0.00 |



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: Nov 13, 2023

Bid/Contract/PO #: _____

| | |
|---|---|
| Company Name: Comcast Cable Communication Management, LLC | Company Contact: Erica Zaspal |
| Contact Phone: (630) 824-8123 | Contact Email: erica_zaspal@cable.comcast.com |

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

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

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

| Recipient | Donor | Description (e.g. cash, type of item, in-kind services, etc.) | Amount/Value | Date Made |
|---------------------------------|--------------------------------------|---|--------------|--------------|
| Hart for DuPage | Comcast Financial Agency Corporation | Monetary Contribution | \$1,500.00 | Feb 11, 2022 |
| DiCianni for DuPage | Comcast Financial Agency Corporation | Monetary Contribution | \$1,500.00 | Mar 4, 2022 |
| Citizens for Brian J. Krajewski | Comcast Financial Agency Corporation | Monetary Contribution | \$1,000.00 | Jul 6, 2022 |
| Hart for DuPage | Comcast Financial Agency Corporation | Monetary Contribution | \$2,500.00 | Aug 11, 2022 |
| Friends of Sam Tornatore | Comcast Financial Agency Corporation | Monetary Contribution | \$1,000.00 | Aug 23, 2022 |
| Citizens to Elect Jim Zay | Comcast Financial Agency Corporation | Monetary Contribution | \$1,000.00 | Sep 27, 2022 |
| Friends of Sam Tornatore | Comcast Financial Agency Corporation | Monetary Contribution | \$1,000.00 | Sep 19, 2023 |
| Citizens for Brian J. Krajewski | Comcast Financial Agency Corporation | Monetary Contribution | \$1,000.00 | Sep 19, 2023 |
| Friends to Elect Patty Gustin | Comcast Financial Agency Corporation | Monetary Contribution | \$1,500.00 | Nov 7, 2023 |

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

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

| Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid | Telephone | Email |
|--|--------------|----------------------------------|
| Erica Zaspal | 630-824-8123 | erica_zaspal@cable.comcast.com |
| Trey Ritter | 630-470-7145 | trey_ritter@cable.comcast.com |
| Jake Garechana | 224-229-4058 | jake_garechana@cable.comcast.com |

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

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

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

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

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

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

Authorized Signature



Printed Name

CB Terrence Connell

Title

SVP Sales Operations

Date

Nov 13, 2023

Attach additional sheets if necessary. Sign each sheet and number each page. Page 2 of 2 (total number of pages)



Economic Development Change Order with Resolution

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

File #: ED-CO-0006-23

Agenda Date: 11/21/2023

Agenda #: 8.A.

AMENDMENT TO COUNTY CONTRACT #6160-0001 SERV
ISSUED TO DELL MARKETING L.P.
FOR ADDITIONAL ENTERPRISE & MOBILITY (EMS) E5 LICENSES
FOR THE WORKFORCE DEVELOPMENT DIVISION
(INCREASE ENCUMBRANCE \$19,292.11, 37.81%)

WHEREAS, County Contract #6160-0001 SERV was approved by the DuPage County Board on November 22, 2022; and

WHEREAS, the Economic Development Committee recommends changes as stated in the Change Order Notice to County Contract #6160-0001 SERV, issued to Dell Marketing L.P., for additional Enterprise & Mobility (EMS) E5 Licenses, for the Workforce Development Division, and increase the contract by \$19,292.11, resulting in an amended contract total of \$70,318.40, an increase of 37.81%.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract #6160-0001 SERV, issued to Dell Marketing L.P., for additional Enterprise & Mobility (EMS) E5 Licenses, for Workforce Development, and increase the contract by \$19,292.11, resulting in an amended contract total of \$70,318.40, an increase of 37.81%.

Enacted and approved this 28th day of November, 2023 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

EDC 11/21
FI+CB 11/28



Request for Change Order
Procurement Services Division
 Attach copies of all prior Change Orders

Date: Nov 3, 2023

MinuteTraq (IQM2) ID #: _____

| | | | |
|---|--|--------------------------|---|
| Purchase Order #: 6160-0001 | Original Purchase Order Date: Jan 1, 2023 | Change Order #: 3 | Department: Human Resources-Workforce Development Division |
| Vendor Name: Dell Marketing L.P. | | Vendor #: 10850 | Dept Contact: Lisa Schwach/David Barnes |
| Background and/or Reason for Change Order Request: | | | |
| To increase contract amount for the following: (1) Adding 50 Enterprise Mobility & Security (EMS) E5 licenses (2) Purchases to Dell were incurred in February 2023 (\$5,294.50) and May 2023 (\$2,949.70) at Department discretion (under \$15,000). Increasing PO to conform to existing County policy. Line 1 - Increase by \$7,414.50; Line 2 - Increase by \$5,938.80; Line 3 - Increase by \$5,938.80 - change activity code to 23-681006 This contract is governed by the IL DOIT JPMC Microsoft LSP CMT1176800 contract. | | | |
| IN ACCORDANCE WITH 720 ILCS 5/33E-9 | | | |

- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

| INCREASE/DECREASE | | |
|-------------------|--|-------------|
| A | Starting contract value | \$37,120.79 |
| B | Net \$ change for previous Change Orders | \$13,905.50 |
| C | Current contract amount (A + B) | \$51,026.29 |
| D | Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease | \$19,292.11 |
| E | New contract amount (C + D) | \$70,318.40 |
| F | Percent of current contract value this Change Order represents (D / C) | 37.81% |
| G | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) | 89.43% |

DECISION MEMO NOT REQUIRED

Cancel entire order
 Close Contract
 Contract Extension (29 days)
 Consent Only
 Change budget code from: Line 3 - activity code 22-681006 to: Line 3 - activity code 23-681006
 Increase/Decrease quantity from: _____ to: _____
 Price shows: _____ should be: _____
 Decrease remaining encumbrance and close contract
 Increase encumbrance and close contract
 Decrease encumbrance
 Increase encumbrance

DECISION MEMO REQUIRED

Increase (greater than 29 days) contract expiration from: _____ to: _____
 Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount
 Funding Source _____
 OTHER - explain below:

| | | | |
|------------------------|--------------|-------------|-------------------------------------|
| LS _____ | 630-955-2066 | Nov 3, 2023 | AE _____ |
| Prepared By (Initials) | Phone Ext | Date | Recommended for Approval (Initials) |
| | | | 630-955-2045 |
| | | | Nov 3, 2023 |
| | | | Date |

REVIEWED BY (Initials Only)

| | | | |
|-------|-------|---------------------|---------|
| _____ | _____ | _____ | _____ |
| Buyer | Date | Procurement Officer | Date |
| | | <i>ACA</i> | 11/6/23 |



Decision Memo

Procurement Services Division

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

Date: Nov 3, 2023

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

| | |
|---|--|
| Requesting Department: Human Resources-Workforce Dev Division | Department Contact: Lisa Schwach/Annie Davis |
| Contact Email: Ischvach@worknetdupage.org | Contact Phone: 630-955-2066/630-955-2044 |
| Vendor Name: Dell Marketing L.P. | Vendor #: 10850 |

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

Requesting approval to increase the existing contract with Dell Marketing L.P. by \$19,292.11, making the new total for the contract \$70,318.40.

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

The WDD seeks to add 50 Enterprise Mobility & Security (EMS) E5 licenses. EMS licenses are standard throughout government agencies that utilize mobile devices like laptops and cellular phones. Benefits of EMS licensing include mobile device management (MDM) features, such as remote data wiping and security monitoring. EMS E5 licensing will provide a more robust cybersecurity posture for the WDD and diminishes the need for third-party software and services to address mobile device cybersecurity concerns.

Strategic Impact

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

Imperative 5: Foster continued growth of the DuPage Economy
 5.1. Ensure that DuPage County residents have the competitive skills necessary to create and maintain a high quality workforce. WDD administered WIOA programming for DPC is designed to assist residents in obtaining self-sufficient employment in in-demand occupations. Microsoft products are critical to administering WIOA programming and serving clients. Enhanced security measures offered by EMS E5 licenses assist in mitigating cybersecurity incidents and protecting client and County information.

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

Dell Marketing L.P. holds the Illinois Department of Innovation and Technology's (DOIT) Joint Purchase Master Contract (JPMC) Microsoft Licensing Solutions Provider contract (CMT1176800). All DuPage County departments currently obtain their Microsoft products via Dell Marketing L.P.

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

Our recommendation is to increase the contract to improve the WDD's cybersecurity posture and diminish the need for third-party software and services.

- 1) Enter into contracts with additional vendors to bridge cybersecurity gaps
- 2) No other options exist

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

This contract is grant-funded from Federal dollars thru WIOA Title 1 grant 5000 2840 for the period 1/1/23 to 12/31/25.

Financial impact FY23- Increase of \$7,414.50
 Financial impact FY24- Increase of \$5,938.80
 Financial impact FY25- Increase of \$5,938.80



Phillip Reavis
Inside Software Product Specialist
North American Partner Software
737-231-0582
phillip_reavis@dell.com

| Quote |
|---|
| Customer : Dupage Worknet |
| Contact : Annie Davis |
| Contact Email : adavis@worknetdupage.org |
| Date : 02/02/2023 |
| Quote Description : EMS E5 |
| Customer Number: 530029997391 |
| Microsoft EA : 7326812 |
| Contract Code : C000000765005 |

BUDGETARY QUOTE

| |
|-------------------------|
| Quote # 1031135442469.1 |
| Exp: 02/28/23 |

5

| Product Description | Part Number | Quantity | Months | Monthly Price | Ext. Price |
|---|-------------|----------|--------|-----------------------|--------------------|
| VLA ENTERPRISE MOBILE SEC E5 ALNG SHRSVL MVL PER USR SUBS | AC450737 | 50 | 12 | 137.06 | \$6,853.00 |
| | | | | | |
| | | | | 9 Months due in April | \$5,295.50 |
| | | | | Year 2 | \$6,853.00 |
| | | | | Year 3 | \$6,853.00 |
| Notes: | | | | | |
| | | | | Tax | 0.00% |
| | | | | Grand Total | \$19,001.50 |

Quote Prepared By: Phillip Reavis

1) Sales/use tax is based on the "ship to" address on your invoice. Please indicate your taxability status on your purchase order. If exempt, Customer must have an Exemption Certificate on file.
 2) If you have a question re: your tax status, please contact your Dell Software sales representative listed above.
 Shipments to California: for certain products, a State Environmental Fee of up to \$10 per item may be applied to your invoice. Prices do not reflect this fee unless noted. For more information, refer to www.dell.com/environmentalfee.

3) Customer's purchase is subject to Dell's Terms and Conditions of Sale found at www.dell.com, unless Customer has a separate purchase agreement with Dell.
 4) All product descriptions and prices are based on latest information available and are subject to change without notice or obligation.

5) All prices are based on Net 30 Terms. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable. 5) All prices are based on Net 30 Terms. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable.
 6) Customer understands and acknowledges that all warranties, representations and returns are subject to the manufacturer, publisher or distributor guidelines.



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

| | | | |
|-----------------------------|------------------------|-------------------|-------------------------|
| Quote No. | 1031135442469.1 | Sales Rep | Phillip Reavis |
| Total | \$6,853.00 | Phone | (800) 456-3355, 80000 |
| Customer # | 530029997391 | Email | Phillip.Reavis@Dell.com |
| Quoted On | Feb. 02, 2023 | Billing To | DUPAGE WORKNET |
| Expires by | Feb. 28, 2023 | | COUNTY OF DUPAGE |
| Contract Code | C000000765005 | | 2525 CABOT DR |
| Customer Agreement # | CMT1176800 | | STE 302 |
| | | | LISLE, IL 60532-3629 |

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you are ready to place an order. Thank you for shopping with Dell!

Regards,
Phillip Reavis

Shipping Group

| | |
|---|------------------------|
| Shipping To | Shipping Method |
| ANNIE DAVIS COUNTY OF DUPAGE 2525 CABOT DR STE 302 LISLE, IL 60532-3629 (630) 955-2044 | 2nd Day-Charge Ground |

| Product | Unit Price | Quantity | Subtotal |
|--|------------|----------|------------|
| VLA ENTERPRISE MOBILE SEC E5 ALNG SHRSVL MVL PER USR SUBS | \$137.06 | 50 | \$6,853.00 |

| | |
|----------------------------|-------------------|
| Subtotal: | \$6,853.00 |
| Shipping: | \$0.00 |
| Environmental Fee: | \$0.00 |
| Non-Taxable Amount: | \$0.00 |
| Taxable Amount: | \$6,853.00 |
| Estimated Tax: | \$0.00 |

Total: \$6,853.00

OK-AD
OK-LJ

Shipping Group Details

Shipping To

ANNIE DAVIS
 COUNTY OF DUPAGE
 2525 CABOT DR
 STE 302
 LISLE, IL 60532-3629
 (630) 955-2044

Shipping Method

2nd Day-Charge Ground

| | Quantity | Subtotal |
|--|----------|------------|
| VLA ENTERPRISE MOBILE SEC E5 ALNG SHRSVL MVL PER USR SUBS | 50 | \$6,853.00 |
| Contract # C000000765005 Customer Agreement # CMT1176800 | | |

| Description | SKU | Unit Price | Quantity | Subtotal |
|--|----------|------------|----------|----------|
| VLA ENTERPRISE MOBILE SEC E5 ALNG SHRSVL MVL PER USR SUBS | AC450737 | - | 50 | - |

| | |
|---------------------------|-------------------|
| Subtotal: | \$6,853.00 |
| Shipping: | \$0.00 |
| Environmental Fee: | \$0.00 |
| Estimated Tax: | \$0.00 |
| Total: | \$6,853.00 |

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^DELL BUSINESS CREDIT (DBC): Offered to business customers by WebBank, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. The Total Minimum Payment Due is the greater of either \$20 or 3% of the New Balance shown on the statement rounded up to the next dollar, plus all past due amounts. Dell and the Dell logo are trademarks of Dell Inc.

Microsoft Enterprise Mobility & Security (EMS) Licensing Quote

⑥ *What it is*

- Microsoft product; a mobility (mobile device) management and security platform that helps protect and secure organization.

⑥ *Why we need it*

- **Azure Active Directory:** Would allow Network Analyst to push policies to devices registered in Azure AD. Currently unable to manage staff laptops or cell phones in this way. Improves security greatly and diminishes ability to use issued tech inappropriately.
- **Conditional Access:** Would allow much greater control over who can access our Microsoft sites/services, where they can access them from, and on what devices they can access them. Example: Can prevent logins from outside of Illinois or from computers that are missing updates or antivirus products. Also, can set granular controls for different users or apps.
- **Configuration Manager:** Would allow Network Analyst to pre-configure system images, apps, and drivers that can be pushed out as necessary through policies. workNet DuPage does not currently have a way to distribute system images to new computers, so Network Analyst must manually configure every computer.
- **Self-service Options:** Staff can reset their own passwords, even from home. Currently, staff must be in the Career Center to reset their passwords. If they run into an issue, Network Analyst must help them reset it.
- Additional benefits and further breakdown of services available with EMS licensing can be found here:

<https://www.sherweb.com/blog/office-365/office365-ems-benefits/>



DuPage County Economic Development,
Workforce Development Division (WDD)
2525 Cabot Drive, Suite 302
Lisle, IL. 60532
T: 630.955.2030 | F: 630.955.2059

PURCHASE ORDER

VENDOR:

DELL MARKETING LP
ONE DELL WAY, MAIL STOP 8129
ROUND ROCK, TX 78682

SHIP TO:

ANNIE DAVIS
WORKNET DUPAGE CAREER CENTER
2525 CABOT DRIVE, SUITE 302
LISLE, IL 60532

**THE FOLLOWING NUMBER MUST APPEAR ON ALL RELATED
CORRESPONDENCE, SHIPPING PAPERS, AND INVOICES:**

AD20230215A-WDD

| P.O. DATE | REQUISITIONER | SHIP VIA | F.O.B. POINT | TERMS |
|-------------------|---------------|----------|-----------------|-------------|
| February 15, 2023 | Annie Davis | Best Way | Lisle, IL 60532 | Net 30 days |

| QTY | PART # | DESCRIPTION | UNIT PRICE | TOTAL |
|-----|----------|--|------------|------------|
| 50 | AC450737 | VLA ENTERPRISE MOBILE SEC E5 ALNG SHRSVL MVL PER USR SUBS Contract # C000000765005 Customer Agreement # CMT1176800 | \$137.06 | \$6,853.00 |

REGARDING QUOTE # 1031135442469.1

DuPage County's Tax Exempt #E99974551

ENTER THIS ORDER IN ACCORDANCE WITH THE PRICES, TERMS,
DELIVERY METHOD, AND SPECIFICATIONS LISTED HEREIN.

| | |
|---------------------|-------------------|
| SUBTOTAL | \$6,853.00 |
| SHIPPING & HANDLING | \$0 |
| TOTAL | \$6,853.00 |

Annie Marie Davis

AUTHORIZED BY

SIGNATURE

02/15/2023

DATE

SIGNATURE CERTIFICATE




REFERENCE NUMBER

4ED3CC66-B5F9-4B8F-AF3C-BBB4032F9677

| TRANSACTION DETAILS | DOCUMENT DETAILS |
|--|--|
| <p>Reference Number 4ED3CC66-B5F9-4B8F-AF3C-BBB4032F9677</p> <p>Transaction Type Signature Request</p> <p>Sent At 02/15/2023 16:01 CST</p> <p>Executed At 02/15/2023 16:01 CST</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum d220661c0488bd6b6addaf12ae289180633af68ed4dd44f17c7837c300b5785</p> <p>Signer Sequencing Default</p> <p>Document Passcode Default</p> | <p>Document Name 05 Purchase Order</p> <p>Filename 05_purchase_order.pdf</p> <p>Pages 1 page</p> <p>Content Type application/pdf</p> <p>File Size 140 KB</p> <p>Original Checksum fedf45384b7edbd432567829f5bc760c72cf2111057d8bca0578f41fc2b751f5</p> |

SIGNERS

| SIGNER | E-SIGNATURE | EVENTS |
|--|--|--|
| <p>Name Anne Davs</p> <p>Email adavsl@worknetdupage.org</p> <p>Components 3</p> | <p>Status Signed</p> <p>Multi-factor Digital Fingerprint Checksum b370d3842996283406e3890ba4e717d6983e39b9d2dc0f63a4eb80582b83aa7</p> <p>IP Address 50.203.245.98</p> <p>Device Microsoft Edge via Windows</p> <p>Drawn Signature </p> <p>Signature Reference ID 236B2721</p> <p>Signature Biometric Count 7</p> | <p>Viewed At 02/15/2023 16:01 CST</p> <p>Identity Authenticated At 02/15/2023 16:01 CST</p> <p>Signed At 02/15/2023 16:01 CST</p> |

AUDITS

| TIMESTAMP | AUDIT |
|----------------------|---|
| 02/15/2023 16:01 CST | Anne Davs (adavsl@worknetdupage.org) created document 05_purchase_order.pdf on Microsoft Edge via Windows from 50.203.245.98. |
| 02/15/2023 16:01 CST | Anne Davs (adavsl@worknetdupage.org) viewed the document on Microsoft Edge via Windows from 50.203.245.98. |
| 02/15/2023 16:01 CST | Anne Davs (adavsl@worknetdupage.org) authenticated a session on Microsoft Edge via Windows from 50.203.245.98. |
| 02/15/2023 16:01 CST | Anne Davs (adavsl@worknetdupage.org) signed the document on Microsoft Edge via Windows from 50.203.245.98. |

BILL TO:

COUNTY OF DUPAGE
DUPAGE WORKNET
2525 CABOT DR
STE 302
LISLE, IL 60532-3629

SHIP TO:

COUNTY OF DUPAGE
ANNIE DAVIS
2525 CABOT DR
STE 302
LISLE, IL 60532-3629

PLEASE REVIEW DELL'S [TERMS & CONDITIONS OF SALE AND POLICIES](#), WHICH GOVERN THIS TRANSACTION
[VIEW YOUR ORDER DETAILS ONLINE](#)

| | | | |
|--------------------------------|----------------------------------|----------------------------|--------------------|
| Invoice No: 10654117467 | Customer No: 530029997391 | Order No: 624509996 | Page 1 of 1 |
|--------------------------------|----------------------------------|----------------------------|--------------------|

| | |
|--|----------------------------------|
| Purchase Order: AD20230215A | Sales Rep: PHILLIP_REAVIS |
| Payment Terms: Due 45 days from invoice date | Contract Code: C00000765005 |
| Due Date: 04/08/2023 | Customer Agreement #: CMT1176800 |
| Invoice Date: 02/22/2023 | Contract Name: |
| Waybill Number: MS-VIRTUAL | Shipped Via: ELECTRONIC |
| Order Date: 02/22/2023 | |

| Item Number | Description | Qty | Unit | Unit Price | Amount |
|-------------|---|-----|------|------------|----------|
| AC475187 | VLA ENTERPRISE ENT MOBANDSEC E5GCC SHRDSVR ALNG SUBSVL MVL ADDON TOUSERCORECAL | 50 | EA | 105.89 | 5,294.50 |

For efficient and immediate access to your account details please visit MyFinancials at <https://mfmc.dell.com/>

Microsoft EMS E5 GCC licensing. Add-on to our current Microsoft licensing that allows control of mobile devices (workNet laptops and cellular phones), enhanced security features, Azure AD policy implementation, etc.

Cheaper than what was quoted.

OK-AD OK-LS

PLEASE KEEP ORIGINAL BOX FOR ALL RETURNS. COMPREHENSIVE ONLINE CUSTOMER CARE INFORMATION AND ASSISTANCE IS A CLICK AWAY AT WWW.DELL.COM/PUBLIC-ECARE TO ANSWER A VARIETY OF QUESTIONS REGARDING YOUR DELL ORDER.

| | | USD |
|---------------------------------|----------|-------------|
| Sub-Total: | \$ | 5,294.50 |
| Ship. &/or Handling: | \$ | 0.00 |
| ENVIRO FEE: | \$ | 0.00 |
| Taxable: | | |
| \$ | 0.00 | Tax: |
| Non-Taxable: | | 0.00 |
| \$ | 5,294.50 | |
| Invoice Total: | \$ | 5,294.50 |

DETACH AT LINE AND RETURN WITH PAYMENT

Invoice No: 10654117467

Customer Name: COUNTY OF DUPAGE

Customer No: 530029997391

PO No: AD20230215A

Order Number: 624509996

USD

| | | USD |
|---------------------------------|----------|-------------|
| Sub-Total: | \$ | 5,294.50 |
| Ship. &/or Handling: | \$ | 0.00 |
| ENVIRO FEE: | \$ | 0.00 |
| Taxable: | | |
| \$ | 0.00 | Tax: |
| Non-Taxable: | | 0.00 |
| \$ | 5,294.50 | |
| Invoice Total: | \$ | 5,294.50 |
| Balance Due: | \$ | 5,294.50 |
| Amount Enclosed: | | |



Make check payable / remit to :

Dell Marketing L.P.
C/O Dell USA L.P.
PO Box 802816
Chicago, IL 60680-2816

Electronics Payments
Dell Marketing L.P.
PNC Bank
ABA#: 043-000-096
Acct#: 1017304611
Swift code : PNCCUS33

0106541174670000000529450005300299973916



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Quote No. 3000151397387.1
 Total \$2,949.70
 Customer # 530029997391
 Quoted On Apr. 27, 2023
 Expires by May. 27, 2023
 Contract Name Microsoft Licensing Solutions Provider (LSP)
 Contract Code CMT1176800
 Customer Agreement # CMT1176800

Sales Rep Phillip Reavis
 Phone (800) 456-3355, 80000
 Email Phillip.Reavis@Dell.com
 Billing To DUPAGE WORKNET
 COUNTY OF DUPAGE
 2525 CABOT DR
 STE 302
 LISLE, IL 60532-3629

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you are ready to place an order. Thank you for shopping with Dell!

Regards,
Phillip Reavis

Shipping Group

| | |
|---|------------------------|
| Shipping To | Shipping Method |
| ANNIE DAVIS COUNTY OF DUPAGE 2525 CABOT DR STE 302 LISLE, IL 60532-3629 (630) 955-2044 | Standard Delivery |

| Product | Unit Price | Quantity | Subtotal |
|--------------------------|------------|----------|-------------------|
| VLA OFFICE STD LTSC 2021 | \$294.97 | 10 | \$2,949.70 |
| Subtotal: | | | \$2,949.70 |
| Shipping: | | | \$0.00 |
| Non-Taxable Amount: | | | \$2,949.70 |
| Taxable Amount: | | | \$0.00 |
| Estimated Tax: | | | \$0.00 |
| Total: | | | \$2,949.70 |

Shipping Group Details

Shipping To

ANNIE DAVIS
 COUNTY OF DUPAGE
 2525 CABOT DR
 STE 302
 LISLE, IL 60532-3629
 (630) 955-2044

Shipping Method

Standard Delivery

| | Quantity | Subtotal |
|---------------------------------|----------|------------|
| VLA OFFICE STD LTSC 2021 | | |
| Contract # C000000765005 | \$294.97 | 10 |
| Customer Agreement # CMT1176800 | | \$2,949.70 |

| Description | SKU | Unit Price | Quantity | Subtotal |
|--------------------------|----------|------------|----------|----------|
| VLA OFFICE STD LTSC 2021 | AB824880 | - | 10 | - |

| | |
|-----------------------|-------------------|
| Subtotal: | \$2,949.70 |
| Shipping: | \$0.00 |
| Estimated Tax: | \$0.00 |
| Total: | \$2,949.70 |

10 MICROSOFT OFFICE LTSC LICENSES
 FOR CLIENT LOANER LAPTOPS.

OK-AD
 OK-LS



DuPage County Economic Development,
 Workforce Development Division (WDD)
 2525 Cabot Drive, Suite 302
 Lisle, IL. 60532
 T: 630.955.2030 | F: 630.955.2059

PURCHASE ORDER

VENDOR:

DELL MARKETING LP
 ONE DELL WAY, MAIL STOP 8129
 ROUND ROCK, TX 78682

SHIP TO:

ANNIE DAVIS
 WORKNET DUPAGE CAREER CENTER
 2525 CABOT DRIVE, SUITE 302
 LISLE, IL 60532

THE FOLLOWING NUMBER MUST APPEAR ON ALL RELATED CORRESPONDENCE, SHIPPING PAPERS, AND INVOICES:

AD20230503B-WDD

| P.O. DATE | REQUISITIONER | SHIP VIA | F.O.B. POINT | TERMS |
|-------------|---------------|-------------------|-----------------|-------|
| May 3, 2023 | Annie Davis | Standard Delivery | Lisle, IL 60532 | |

| QTY | PART # | DESCRIPTION | UNIT PRICE | TOTAL |
|-----|----------|---|------------|------------|
| 10 | AB824880 | VLA OFFICE STD LTSC 2021 Contract # C000000765005 Customer Agreement # CMT1176800 | \$294.97 | \$2,949.70 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

REGARDING QUOTE # 3000151397387.1

DuPage County's Tax Exempt #E99974551

ENTER THIS ORDER IN ACCORDANCE WITH THE PRICES, TERMS, DELIVERY METHOD, AND SPECIFICATIONS LISTED HEREIN.

SUBTOTAL \$2,949.70

SHIPPING & HANDLING \$0

TOTAL \$2,949.70

Annie Davis

05/03/2023

AUTHORIZED BY

SIGNATURE

DATE

SIGNATURE CERTIFICATE

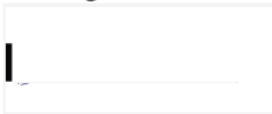


REFERENCE NUMBER

A265A3E4-7C26-4EE9-BEAB-62D28B2141A5

| TRANSACTION DETAILS | DOCUMENT DETAILS |
|--|---|
| <p>Reference Number A265A3E4-7C26-4EE9-BEAB-62D28B2141A5</p> <p>Transaction Type Signature Request</p> <p>Sent At 05/03/2023 16:09 CDT</p> <p>Executed At 05/03/2023 16:09 CDT</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum e3c170d35dfcaeb2d769505a02c4e28f9cd5bc8461eef66219dd5dd802796f2</p> <p>Signer Sequencing Default</p> <p>Document Passcode Default</p> | <p>Document Name MSO 2021 LTSC Purchase Order</p> <p>Filename 04_purchase_order.pdf</p> <p>Pages 1 page</p> <p>Content Type application/pdf</p> <p>File Size 140 KB</p> <p>Original Checksum 7c50a8cbf39cab744d4b00858ed3d9180eb2ad4df9e1db09fe9c1051e2e475c4</p> |

SIGNERS

| SIGNER | E-SIGNATURE | EVENTS |
|--|---|--|
| <p>Name Anne Davs</p> <p>Email adavsl@worknetdupage.org</p> <p>Components 3</p> | <p>Status Signed</p> <p>Multi-factor Digital Fingerprint Checksum dd85eb0795208e11e3143523c215edfb0b73fbf2cc12d9567310a05faa3aa847</p> <p>IP Address 50.203.245.98</p> <p>Device Microsoft Edge v a Windows</p> <p>Drawn Signature </p> <p>Signature Reference ID 8D31ACD0</p> <p>Signature Biometric Count 234</p> | <p>Viewed At 05/03/2023 16:09 CDT</p> <p>Identity Authenticated At 05/03/2023 16:09 CDT</p> <p>Signed At 05/03/2023 16:09 CDT</p> |

AUDITS

| TIMESTAMP | AUDIT |
|----------------------|---|
| 05/03/2023 16:09 CDT | Anne Davs (adavsl@worknetdupage.org) created document 04_purchase_order.pdf on Microsoft Edge v a Windows from 50.203.245.98. |
| 05/03/2023 16:09 CDT | Anne Davs (adavsl@worknetdupage.org) viewed the document on Microsoft Edge v a Windows from 50.203.245.98. |
| 05/03/2023 16:09 CDT | Anne Davs (adavsl@worknetdupage.org) authenticated v a session on Microsoft Edge v a Windows from 50.203.245.98. |
| 05/03/2023 16:09 CDT | Anne Davs (adavsl@worknetdupage.org) signed the document on Microsoft Edge v a Windows from 50.203.245.98. |

Invoice

BILL TO:

COUNTY OF DUPAGE
DUPAGE WORKNET
2525 CABOT DR
STE 302
LISLE, IL 60532-3629

SHIP TO:

COUNTY OF DUPAGE
ANNIE DAVIS
2525 CABOT DR
STE 302
LISLE, IL 60532-3629

[PLEASE REVIEW DELL'S TERMS & CONDITIONS OF SALE AND POLICIES, WHICH GOVERN THIS TRANSACTION](#)
[VIEW YOUR ORDER DETAILS ONLINE](#)

| | | | |
|--------------------------------|----------------------------------|----------------------------|--------------------|
| Invoice No: 10669791039 | Customer No: 530029997391 | Order No: 667927683 | Page 1 of 1 |
|--------------------------------|----------------------------------|----------------------------|--------------------|

| | | | |
|---|--|------------------------------|----------------------------------|
| Purchase Order: AD20230503B-WDD | Sales Rep: Dylan_S | Contract Code: C000000765005 | Customer Agreement #: CMT1176800 |
| Payment Terms: Due 90 days from invoice date. | Contract Name: Microsoft Licensing Solutions Provider (LSP) CMT1176800 | Shipped Via: | |
| Due Date: 08/02/2023 | | | |
| Invoice Date: 05/04/2023 | | | |
| Waybill Number: MS-VIRTUAL | | | |
| Order Date: 05/03/2023 | | | |

| Item Number | Description | Qty | Unit | Unit Price | Amount |
|-------------|--|-----|------|------------|----------|
| AB824880 | VLA OFFICE STD LTSC 2021 MfgPartNum : 021-10695 MfgName : MICROSOFT CORPORATION | 10 | EA | 294.97 | 2,949.70 |

For efficient and immediate access to your account details please visit MyFinancials at <https://mf.dell.com/>

PLEASE KEEP ORIGINAL BOX FOR ALL RETURNS. COMPREHENSIVE ONLINE CUSTOMER CARE INFORMATION AND ASSISTANCE IS A CLICK AWAY AT WWW.DELL.COM/PUBLIC-ECARE TO ANSWER A VARIETY OF QUESTIONS REGARDING YOUR DELL ORDER.

10 Microsoft Office licenses for client-issued laptops.

OK-AD

OK-LS

| | |
|---------------------------------|-------------|
| USD | |
| Sub-Total: | \$ 2,949.70 |
| Ship. &/or Handling: | \$ 0.00 |
| ENVIRO FEE: | \$ 0.00 |
| Taxable: | |
| \$ 0.00 | Tax: |
| Non-Taxable: | \$ 0.00 |
| \$ 2,949.70 | |
| Invoice Total: | \$ 2,949.70 |

DETACH AT LINE AND RETURN WITH PAYMENT

Invoice No: 10669791039
Customer Name: COUNTY OF DUPAGE
Customer No: 530029997391
PO No: AD20230503B-WDD
Order Number: 667927683



Make check payable / remit to :

Dell Marketing L.P.
C/O Dell USA L.P.
PO Box 802816
Chicago, IL 60680-2816

Electronics Payments
Dell Marketing L.P.
PNC Bank
ABA#: 043-000-096
Acct#: 1017304611
Swift code : PNCCUS33

| | |
|---------------------------------|-------------|
| USD | |
| Sub-Total: | \$ 2,949.70 |
| Ship. &/or Handling: | \$ 0.00 |
| ENVIRO FEE: | \$ 0.00 |
| Taxable: | |
| \$ 0.00 | Tax: |
| Non-Taxable: | \$ 0.00 |
| \$ 2,949.70 | |
| Invoice Total: | \$ 2,949.70 |
| | |
| | |
| | |
| Balance Due: | \$ 2,949.70 |
| Amount Enclosed: | |

010669791039000000294970005300299973911

SIGNATURE CERTIFICATE





REFERENCE NUMBER

F2FBD65E-A4DC-4C77-B6AF-8F89CF5AC055

| TRANSACTION DETAILS | DOCUMENT DETAILS |
|---|--|
| <p>Reference Number F2FBD65E-A4DC-4C77-B6AF-8F89CF5AC055</p> <p>Transaction Type Signature Request</p> <p>Sent At 05/08/2023 10:18 CDT</p> <p>Executed At 05/08/2023 10:21 CDT</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum b3124dd68d374ee5357375e57b51d5524ed16aca367db9a59e981c75c48b4954</p> <p>Signer Sequencing Default</p> <p>Document Passcode Default</p> | <p>Document Name Invoice: Microsoft Office Licenses</p> <p>Filename 10669791039_asap.pdf</p> <p>Pages 1 page</p> <p>Content Type application/pdf</p> <p>File Size 113 KB</p> <p>Original Checksum 9346b7eb9eb2f2a677588a22c8cf570c593950e89bc26a242d77205f9d1484ef</p> |

SIGNERS

| SIGNER | E-SIGNATURE | EVENTS |
|---|---|--|
| <p>Name Lisa Schvach</p> <p>Email schvach1@worknetdupage.org</p> <p>Components 1</p> | <p>Status Signed</p> <p>Multi-factor Digital Fingerprint Checksum 0c6b1e598cc2818ee93fbc2f7b68ef39a529beaaf022c198a6c3d56c73f3a200</p> <p>IP Address 50.203.245.98</p> <p>Device Chrome via Windows</p> <p>Drawn Signature </p> <p>Signature Reference ID 6E281338</p> <p>Signature Biometric Count 6</p> | <p>Viewed At 05/08/2023 10:21 CDT</p> <p>Identity Authenticated At 05/08/2023 10:21 CDT</p> <p>Signed At 05/08/2023 10:21 CDT</p> |
| <p>Name Anne Davs</p> <p>Email adavsl@worknetdupage.org</p> <p>Components 1</p> | <p>Status Signed</p> <p>Multi-factor Digital Fingerprint Checksum a66d51a19d97adeabe82aa513c38a1ecc54ad406d9e8336651b1d56eb16cf7ce</p> <p>IP Address 50.203.245.98</p> <p>Device Microsoft Edge via Windows</p> <p>Drawn Signature </p> <p>Signature Reference ID 15B6DA41</p> <p>Signature Biometric Count 162</p> | <p>Viewed At 05/08/2023 10:18 CDT</p> <p>Identity Authenticated At 05/08/2023 10:18 CDT</p> <p>Signed At 05/08/2023 10:18 CDT</p> |

AUDITS

| TIMESTAMP | AUDIT |
|----------------------|---|
| 05/08/2023 10:18 CDT | Ann e Dav s (adav s1@worknetdupage.org) created document 10669791039_asap.pdf on Microsoft Edge v a Windows from 50.203.245.98. |
| 05/08/2023 10:18 CDT | L sa Schvach (schvach1@worknetdupage.org) was ema ed a nk to s gn. |
| 05/08/2023 10:18 CDT | Ann e Dav s (adav s1@worknetdupage.org) v ewed the document on Microsoft Edge v a Windows from 50.203.245.98. |
| 05/08/2023 10:18 CDT | Ann e Dav s (adav s1@worknetdupage.org) authent cated v a sess on on Microsoft Edge v a Windows from 50.203.245.98. |
| 05/08/2023 10:18 CDT | Ann e Dav s (adav s1@worknetdupage.org) s gned the document on Microsoft Edge v a Windows from 50.203.245.98. |
| 05/08/2023 10:21 CDT | L sa Schvach (schvach1@worknetdupage.org) v ewed the document on Chrome v a Windows from 50.203.245.98. |
| 05/08/2023 10:21 CDT | L sa Schvach (schvach1@worknetdupage.org) authent cated v a ema on Chrome v a Windows from 50.203.245.98. |
| 05/08/2023 10:21 CDT | L sa Schvach (schvach1@worknetdupage.org) s gned the document on Chrome v a Windows from 50.203.245.98. |



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: 9/30/2022

Bid/Contract/PO #: _____

| | |
|---------------------------------|-----------------------------------|
| Company Name: DELL MARKETING LP | Company Contact: John Hock |
| Contact Phone: 737-231-0582 | Contact Email: John.Hock@dell.com |

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature [Redacted Signature]

Printed Name Abhinandan Tiwari

Title Senior Analyst

Date 30-09-2022

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