



DU PAGE COUNTY

Technology Committee

Final Regular Meeting Agenda

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

Tuesday, June 3, 2025

11:00 AM

Room 3500B

1. CALL TO ORDER

2. ROLL CALL

3. CHAIRWOMAN'S REMARKS - CHAIR COVERT

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES

5.A. [25-1379](#)

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, May 20, 2025

6. PROCUREMENT REQUISITIONS

6.A. [TE-P-0008-25](#)

Recommendation for the approval of a contract to Accela, Inc., for annual subscription service for Accela Velosimo Connect Enterprise for Bluebeam and Citizen Access and Civic Platform for Building & Zoning, Public Works, Stormwater, and Transportation, for the period of June 23, 2025 through June 22, 2029, for a contract total amount not to exceed \$1,144,575.00. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - Proprietary Software Maintenance and Support)

7. INFORMATIONAL ITEMS

7.A. [JPS-P-0026-25](#)

Recommendation for the approval of a contract to JusticeText, Inc., for the purchase of audiovisual evidence management software licenses, for the Public Defender's Office, for the period of July 1, 2025 through June 30, 2026, for an amount not to exceed \$50,000. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids - Sole Source. (Public Defender's Office)

7.B. [JPS-P-0029-25](#)

Recommendation for the approval of a contract purchase order to ThinkGard, to provide backup and recovery services for the Sheriff's Office, for the period of June 10, 2025 through November 30, 2027, for a contract total not to exceed \$368,853.50. Contract pursuant to the Intergovernmental Cooperation Act (TIPS Contract #220105). (Sheriff's Office)

8. OLD BUSINESS

9. NEW BUSINESS

10. ADJOURNMENT



Minutes

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

File #: 25-1379

Agenda Date: 6/3/2025

Agenda #: 5.A.



DU PAGE COUNTY

Technology Committee

Final Summary

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

Tuesday, May 20, 2025

11:00 AM

Room 3500B

1. CALL TO ORDER

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

MOTION TO ALLOW REMOTE PARTICIPATION

Member Childress moved, seconded by Member Rutledge, to allow remote participation. All ayes. Motion carried.

2. ROLL CALL

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

3. CHAIRWOMAN'S REMARKS - CHAIR COVERT

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [25-1313](#)

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, May 6, 2025

Attachments: [2025-05-06 Technology Minutes](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Sheila Rutledge

6. BUDGET TRANSFERS

6.A. [25-1283](#)

Budget adjustment total amount of \$1,500 from 1100-2900-53828 (Contingencies) to 1100-2900-50010 (Overtime), to cover overtime costs for FY2025.

Attachments: [\\$1,500.00 \(GIS Overtime\)](#)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Yeena Yoo

7. PROCUREMENT REQUISITIONS

7.A. [TE-P-0007-25](#)

Recommendation for the approval of a contract purchase order to Telcom Innovations Group, LLC, for the annual maintenance of the County phone system, for Information Technology, for the period of August 7, 2025 through August 6, 2026, for a contract total amount of \$88,754.50, pursuant to the Intergovernmental Cooperation Act (Sourcewell contract #120122-MBS).

Attachments: [TIG \(Mitel\) - PRCC](#)
 [TIG \(Mitel\) - Quote #37281](#)
 [TIG \(Mitel\) - Sourcewell Agreement #120122-MBS.pdf](#)
 [TIG \(Mitel\) - VED](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Sheila Rutledge
SECONDER:	Yeena Yoo

8. OLD BUSINESS

Member Childress asked if there are any updates on the cybersecurity incident that took place recently. Chair Covert responded there are no updates we can share at this time.

Member Grant asked if e-filing is open following the cybersecurity incident. ASA Conor McCarthy advised he should defer to the Circuit Clerk's office.

9. NEW BUSINESS

No new business was discussed.

10. ADJOURNMENT

With no further business, the meeting was adjourned.



Technology Requisition \$30,000 and Over

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

File #: TE-P-0008-25

Agenda Date: 6/3/2025

Agenda #: 12.A.

AWARDING RESOLUTION TO
ACCELA, INC.
FOR THE ANNUAL SUBSCRIPTION FOR
VELOSIMO CONNECT ENTERPRISE FOR BLUEBEAM AND
ACCELA CITIZEN ACCESS AND CIVIC PLATFORM
FOR BUILDING AND ZONING, STORMWATER MANAGEMENT,
DIVISION OF TRANSPORTATION AND PUBLIC WORKS
(CONTRACT AMOUNT: \$1,144,575.00)

WHEREAS, an agreement has been negotiated in accordance with County Board policy; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract purchase order to Accela, Inc., for the annual subscription service for Accela Velosimo Connect Enterprise for Bluebeam and Citizen Access and Civic Platform, for Building & Zoning, Stormwater, Division of Transportation, and Public Works.

NOW, THEREFORE, BE IT RESOLVED, that County contract covering said, for the annual subscription service for Accela Velosimo Connect Enterprise for Bluebeam and Citizen Access and Civic Platform, for the period June 23, 2025 through June 22, 2029, for Building & Zoning, Stormwater, Division of Transportation, and Public Works, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Department to Accela, Inc., 2633 Camino Ramon, Suite 500, San Ramon, CA 94583, for a contract total amount not to exceed \$1,144,575.00.

Enacted and approved this 10th of June, 2025 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

General Tracking		Contract Terms	
FILE ID#: 25-1109	RFP, BID, QUOTE OR RENEWAL #: Q-35144 & Q-36554	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$1,144,575.00
COMMITTEE: TECHNOLOGY	TARGET COMMITTEE DATE: 06/03/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$1,144,575.00
	CURRENT TERM TOTAL COST: \$1,144,575.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Accela Inc.	VENDOR #: 23818	DEPT: Building & Zoning	DEPT CONTACT NAME: Jim Stran
VENDOR CONTACT: Caitlin Carter	VENDOR CONTACT PHONE: 925-359-3411	DEPT CONTACT PHONE #: 630-407-6700	DEPT CONTACT EMAIL: Jim.Stran@dupagecounty.gov
VENDOR CONTACT EMAIL: ccarter@accela.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). One (1) year subscription service for Velosimo Connect Enterprise for Bluebeam and five (5) year subscription service for Accela Citizen Access and Civic Platform for Building & Zoning, Public Works, Stormwater, and Transportation.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This software will provide the necessary bridge to allow plans to be submitted, reviewed and approved by applicants and County Staff, including concurrent reviews by multiple departments.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION	
JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement. SOLE PROVIDER OF ITEMS THAT ARE COMPATIBLE WITH EXISTING EQUIPMENT, INVENTORY, SYSTEMS, PROGRAMS OR SE
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.
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 a proprietary system.
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 a proprietary system.

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Accela Inc.	Vendor#: 23818	Dept: IT	Division:
Attn: Caitlin Carter	Email: ccarter@accela.com	Attn: Sarah Godzicki	Email: ITAP@dupagecounty.gov
Address: 2633 Camino Ramon, Suite 500	City: San Ramon	Address: 421 N. County Farm Road	City: Wheaton
State: TX	Zip: 75320-8298	State: IL	Zip: 60187
Phone: 925-359-3411	Fax:	Phone: 630-407-5037	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Accela Inc.	Vendor#: 23818	Dept: Building & Zoning	Division:
Attn:	Email:	Attn: Jim Stran	Email: Jim.Stran@dupagecounty.gov
Address: PO VBox 208298	City: Dallas	Address: 421 N. County Farm Road	City: Wheaton
State: TX	Zip: 75320-8298	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6700	Fax:
<i>Shipping</i>		<i>Contract Dates</i>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 23, 2025	Contract End Date (PO25): Jun 22, 2029

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 Velosimo Connect Enterprise for Bluebeam (FY25)	FY25	1100	2810	53807		34,720.81	34,720.81
2	1	EA		Accela Citizen Access and Civic Platform SaaS (FY25, FY26, FY27)	FY25	1100	2810	53807		646,203.30	646,203.30
3	1	EA		Accela Citizen Access and Civic Platform SaaS (FY28)	FY28	1100	2810	53807		226,171.16	226,171.16
4	1	EA		Accela Citizen Access and Civic Platform SaaS (FY29)	FY29	1100	2810	53807		237,479.73	237,479.73
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 1,144,575.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Five (5) year subscription service for Accela Citizen Access and Civic Platform for Building & Zoning, Public Works, Stormwater, and Transportation.
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.



9110 Alcosta Blvd, Suite H #3030
San Ramon, CA, 94583

Proposed by: Caitlin Carter
Contact Phone: (925) 359 - 3411
Contact Email: ccarter@accela.com
Quote ID: Q-35144
Valid Through: 3/04/2025
Currency: USD

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
Velosimo Connect Enterprise for Bluebeam	Year 1	06/23/2025	06/22/2026	12	\$34,720.81	1	\$34,720.81
TOTAL:							\$34,720.81

Pricing Summary

Period	Net Total
Year 1	\$34,720.81
Total	\$34,720.81

Renewal Terms/Information:

1. This Order Form, including any OnPrem Licenses, Maintenance and Support, Subscription Services, Enhanced Reporting Database and Managed Application 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 [AccelaTerms](#) will govern as applicable, based on the Customer's purchase.
2. No additional or conflicting terms or conditions stated in Customer's order documentation, including, without limitation, purchase orders, will be incorporated into or form any part of this Order Form or the governing agreement, and all such terms or conditions will be null and void.
3. 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.
4. 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.

- 5. All Software Licenses, Maintenance, and Subscription purchases are non-cancelable and non-refundable.
- 6. Pricing is based upon payment by ACH and 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.
- 7. Customer may purchase additional licenses at the same price and for the same term as the licenses in this Order Form. Additional licenses purchased in this way will have the same annual price applicable for the purchase period and will have the same uplift and term dates as Customer’s existing licenses.
- 8. Use of Velosimo products is subject to the applicable terms and conditions provided at [Velosimo](#).
- 9. The necessary access URL and credentials will be provided to allow the Customer and its Authorized Users access to the subscription service.

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



9110 Alcosta Blvd, Suite H #3030
San Ramon, CA, 94583

Proposed by: Caitlin Carter
Contact Phone: (925) 359 - 3411
Contact Email: ccarter@accela.com
Quote ID: Q-36554
Valid Through: 06/01/2025
Currency: USD

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
Accela Citizen Access - Subscription Population (All Depts) (935,126 Population)	Year 1	06/23/2025	06/22/2026	12	\$31,252.27	1	\$31,252.27
Accela Civic Platform - Subscription User - Stormwater	Year 1	06/23/2025	06/22/2026	12	\$2,668.82	22	\$58,714.12
Accela Civic Platform - Subscription User - Transportation	Year 1	06/23/2025	06/22/2026	12	\$2,668.82	8	\$21,350.59
Multi-User Subscription - Building & Zoning	Year 1	06/23/2025	06/22/2026	12	\$2,668.82	33	\$88,071.18
> Accela Building - SaaS	Year 1	06/23/2025	06/22/2026	12	\$0.00	33	\$0.00
> Accela Planning - SaaS	Year 1	06/23/2025	06/22/2026	12	\$0.00	33	\$0.00
Multi-User Subscription - Public Works	Year 1	06/23/2025	06/22/2026	12	\$2,668.82	6	\$16,012.94
> Accela Building - SaaS	Year 1	06/23/2025	06/22/2026	12	\$0.00	6	\$0.00
> Accela Planning - SaaS	Year 1	06/23/2025	06/22/2026	12	\$0.00	6	\$0.00
TOTAL:							\$215,401.10

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population (All Depts) (935,126 Population)	Year 2	06/23/2026	06/22/2027	12	\$31,252.27	1	\$31,252.27
Accela Civic Platform - Subscription User - Stormwater	Year 2	06/23/2026	06/22/2027	12	\$2,668.82	22	\$58,714.12
Accela Civic Platform - Subscription User -	Year 2	06/23/2026	06/22/2027	12	\$2,668.82	8	\$21,350.59

Transportation							
Multi-User Subscription - Building & Zoning	Year 2	06/23/2026	06/22/2027	12	\$2,668.82	33	\$88,071.18
> Accela Building - SaaS	Year 2	06/23/2026	06/22/2027	12	\$0.00	33	\$0.00
> Accela Planning - SaaS	Year 2	06/23/2026	06/22/2027	12	\$0.00	33	\$0.00
Multi-User Subscription - Public Works	Year 2	06/23/2026	06/22/2027	12	\$2,668.82	6	\$16,012.94
> Accela Building - SaaS	Year 2	06/23/2026	06/22/2027	12	\$0.00	6	\$0.00
> Accela Planning - SaaS	Year 2	06/23/2026	06/22/2027	12	\$0.00	6	\$0.00
TOTAL:							\$215,401.10

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population (All Depts) (935,126 Population)	Year 3	06/23/2027	06/22/2028	12	\$31,252.27	1	\$31,252.27
Accela Civic Platform - Subscription User - Stormwater	Year 3	06/23/2027	06/22/2028	12	\$2,668.82	22	\$58,714.12
Accela Civic Platform - Subscription User - Transportation	Year 3	06/23/2027	06/22/2028	12	\$2,668.82	8	\$21,350.59
Multi-User Subscription - Building & Zoning	Year 3	06/23/2027	06/22/2028	12	\$2,668.82	33	\$88,071.18
> Accela Building - SaaS	Year 3	06/23/2027	06/22/2028	12	\$0.00	33	\$0.00
> Accela Planning - SaaS	Year 3	06/23/2027	06/22/2028	12	\$0.00	33	\$0.00
Multi-User Subscription - Public Works	Year 3	06/23/2027	06/22/2028	12	\$2,668.82	6	\$16,012.94
> Accela Building - SaaS	Year 3	06/23/2027	06/22/2028	12	\$0.00	6	\$0.00
> Accela Planning - SaaS	Year 3	06/23/2027	06/22/2028	12	\$0.00	6	\$0.00
TOTAL:							\$215,401.10

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population (All Depts) (935,126 Population)	Year 4	06/23/2028	06/22/2029	12	\$32,814.88	1	\$32,814.88
Accela Civic Platform - Subscription User - Stormwater	Year 4	06/23/2028	06/22/2029	12	\$2,802.26	22	\$61,649.83
Accela Civic Platform - Subscription User - Transportation	Year 4	06/23/2028	06/22/2029	12	\$2,802.26	8	\$22,418.12
Multi-User Subscription - Building & Zoning	Year 4	06/23/2028	06/22/2029	12	\$2,802.26	33	\$92,474.74
> Accela Building - SaaS	Year 4	06/23/2028	06/22/2029	12	\$0.00	33	\$0.00
> Accela Planning - SaaS	Year 4	06/23/2028	06/22/2029	12	\$0.00	33	\$0.00
Multi-User Subscription - Public Works	Year 4	06/23/2028	06/22/2029	12	\$2,802.26	6	\$16,813.59
> Accela Building - SaaS	Year 4	06/23/2028	06/22/2029	12	\$0.00	6	\$0.00
> Accela Planning - SaaS	Year 4	06/23/2028	06/22/2029	12	\$0.00	6	\$0.00

TOTAL:	\$226,171.16
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Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population (All Depts) (935,126 Population)	Year 5	06/23/2029	06/22/2030	12	\$34,455.63	1	\$34,455.63
Accela Civic Platform - Subscription User - Stormwater	Year 5	06/23/2029	06/22/2030	12	\$2,942.38	22	\$64,732.32
Accela Civic Platform - Subscription User - Transportation	Year 5	06/23/2029	06/22/2030	12	\$2,942.38	8	\$23,539.03
Multi-User Subscription - Building & Zoning	Year 5	06/23/2029	06/22/2030	12	\$2,942.38	33	\$97,098.48
> Accela Building - SaaS	Year 5	06/23/2029	06/22/2030	12	\$0.00	33	\$0.00
> Accela Planning - SaaS	Year 5	06/23/2029	06/22/2030	12	\$0.00	33	\$0.00
Multi-User Subscription - Public Works	Year 5	06/23/2029	06/22/2030	12	\$2,942.38	6	\$17,654.27
> Accela Building - SaaS	Year 5	06/23/2029	06/22/2030	12	\$0.00	6	\$0.00
> Accela Planning - SaaS	Year 5	06/23/2029	06/22/2030	12	\$0.00	6	\$0.00
TOTAL:							\$237,479.73

Pricing Summary

Period	Net Total
Year 1	\$215,401.10
Year 2	\$215,401.10
Year 3	\$215,401.10
Year 4	\$226,171.16
Year 5	\$237,479.73
Total	\$1,109,854.19

Renewal Terms/Information:

1. This Order Form, including any OnPrem Licenses, Maintenance and Support, Subscription Services, Enhanced Reporting Database and Managed Application 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 [AccelaTerms](#) will govern as applicable, based on the Customer's purchase.
2. No additional or conflicting terms or conditions stated in Customer's order documentation, including, without limitation, purchase orders, will be incorporated into or form any part of this Order Form or the governing agreement, and all such terms or conditions will be null and void.
3. 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.
4. 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.

- 5. All Software Licenses, Maintenance, and Subscription purchases are non-cancelable and non-refundable.
- 6. Pricing is based upon payment by ACH and 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.
- 7. Customer may purchase additional licenses at the same price and for the same term as the licenses in this Order Form. Additional licenses purchased in this way will have the same annual price applicable for the purchase period and will have the same uplift and term dates as Customer’s existing licenses.
- 8. The prepayment amount for Years 1 through 3 of the order is \$646,203.30. Years 4 and 5 will be billed annually thereafter.

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

5/22/2025

DuPage County, IL
421 N County Farm Road
Wheaton, IL 60187

Re: Sole Source Status

Dear Sarah 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 Citizen Access, Accela Civic Platform Users, and Multi-User Subscription (Building & Planning). 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

Michael E. Gigliello
Controller



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: Apr 22, 2025

Bid/Contract/PO #:

Company Name: Accela, Inc.	Company Contact: Contracts Admin
Contact Phone: (925) 659-3200	Contact Email: contractsadmin@accela.com

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature Signature on File

Printed Name Michael E. Gigliello

Title Controller

Date Apr-24-2025

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



File #: JPS-P-0026-25

Agenda Date: 6/3/2025

Agenda #: 6.A.

AWARDING RESOLUTION ISSUED TO
JUSTICETEXT, INC.
FOR THE PURCHASE OF AUDIOVISUAL EVIDENCE MANAGEMENT
SOFTWARE LICENSES FOR
THE PUBLIC DEFENDER'S OFFICE
(CONTRACT TOTAL AMOUNT \$50,000)

WHEREAS, a sole source provider has been identified in accordance with County Board policy; and

WHEREAS, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to JusticeText, Inc., for audiovisual evidence management software licenses, for the period of July 1, 2025 through June 30, 2026, for the Public Defender's Office.

NOW, THEREFORE BE IT RESOLVED, that said contract for the purchase of audiovisual evidence management software licenses, for the period of July 1, 2025 through June 30, 2026, for the Public Defender's Office be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to JusticeText, Inc., 5 Ravenna, Irvine, CA 92614, for a contract total amount of \$50,000.

Enacted and approved this 10th day of June 2025 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#: JPS-P-0026-25	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$50,000.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 06/03/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS:
	CURRENT TERM TOTAL COST: \$50,000.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: JusticeText, Inc	VENDOR #: 39480	DEPT: Public Defender	DEPT CONTACT NAME: Melissa Buckardt
VENDOR CONTACT: Jon Ervin	VENDOR CONTACT PHONE: 949-743-4670	DEPT CONTACT PHONE #: 630-407-8300	DEPT CONTACT EMAIL: Melissa.Buckardt@dupagecounty.gov
VENDOR CONTACT EMAIL: jon@justicetext.com	VENDOR WEBSITE: https://justicetext.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.). Purchasing the use of 47 attorneys, 5 investigators and all support staff audiovisual evidence management software licenses for the use of the Public Defender's Office.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Expedite the review of body-camera footage, interrogation videos, and other crucial discovery.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION	
JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement. SOLE PROVIDER OF A LICENSED OR PATENTED GOOD OR SERVICE
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific. Expedite the review of body-camera footage, interrogation videos, and other crucial discovery, specifically for public defenders.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not. We explored other products, but nothing else met our needs or are specifically designed for defense attorneys. This is relatively new technology.
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. Internet search, meeting with other public defenders from around country

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: JusticeText, Inc	Vendor#: 39480	Dept: Public Defender	Division:
Attn: Jon Ervin	Email: jon@justicetext.com	Attn: Melissa Buckardt	Email: Melissa.Buckardt@dupagecounty.gov
Address: 5 Ravenna	City: Irvine	Address: 503 N. County Farm Road, 3rd Floor	City: Wheaton
State: California	Zip: 92614	State: Illinois	Zip: 60187
Phone: 949-743-4670	Fax:	Phone: 630-407-8300	Fax: 630-407-8301
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: JusticeText, Inc	Vendor#: 39480	Dept: Public Defender	Division:
Attn: Jon Ervin	Email: jon@justicetext.com	Attn: Jeff York	Email: Jeff.York@dupagecounty.gov
Address: 5 Ravenna	City: Irvine	Address: 503 N. County Farm Road, 3rd Floor	City: Wheaton
State: California	Zip: 92614	State: Illinois	Zip: 60187
Phone: 949-743-4670	Fax:	Phone: 630-407-8300	Fax: 630-407-8301
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jul 1, 2025	Contract End Date (PO25): Jun 30, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		1 year contract to purchase audiovisual evidence software licenses	FY25	1000	6300	53807		50,000.00	50,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 50,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. 1st allowed invoice date of 6/9/205.
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.

SOFTWARE LICENSE AGREEMENT

This Software License Agreement (this “**Agreement**”) is made by and between JusticeText Inc. (“**Company**”), and the DuPage County Public Defender (“**Customer**”). This Agreement will become effective when executed by authorized representatives of both parties (the “**Effective Date**”).

WHEREAS, Company has developed a certain product that capable of (1) automatically generating searchable transcripts of uploaded video content; (2) editing said transcripts; (3) creating time-stamped annotations within said transcripts; and (4) editing uploaded video content into shorter clips (the “**Product**”).

WHEREAS, Company and Customer desire to have Customer use the Product and provide feedback to the Company, subject to and in accordance with the terms of this Agreement.

NOW, THEREFORE, the parties hereby agree as follows:

1. SALE AND USE OF PRODUCT.

- 1.1 Sale and Use. Subject to the terms and conditions of this Agreement, Company will sell the Product to Customer, for personal use as defined in this Agreement.
- 1.2 Fees. Customer will pay Company a payment of **\$50,000** for office-wide access to the Product for a one-year term, from **7/1/25** to **6/30/26**. Each person in the office – all roughly 47 attorneys, 5 investigators, and all support staff -- will have access to a standard license that allows the license holder to upload up to 240 hours of audio/video per year. Payment for the Product is due within 30 days of the invoice. All past due amounts will incur interest at a rate of 1% per month or the maximum rate permitted by law, whichever is less. Customer will be responsible for, and will promptly pay, all taxes and duties of any kind (including but not limited to sales, use and withholding taxes) associated with this Agreement or Customer’s receipt or use of the Product and related services.
- 1.3 Restrictions on Use. Customer will not: (a) modify, alter or improve the Product; (b) rent, lease, license, loan, resell, transfer, distribute or otherwise make the Product or the related services available to any third party without the prior written consent of the Company; (c) reverse engineer the Product (or any component thereof), or decompile or disassemble any software or firmware components of the Product, or authorize a third party to do any of the foregoing; or (d) mortgage, pledge or encumber the Product in any way.
- 1.4 Privacy. The Company shall use personally identifiable information of Customer only for the purpose of providing the services under this Agreement to Customer. The Company may use aggregated non-personally identifiable information derived from information provided by Customer, including but not limited to for the purpose of improving the Product and related services.

1.5 Confidentiality. Customer will upload video and audio evidence to the Product. Company will not provide access to the transcription or the underlying data or disseminate the transcription or the underlying data to anyone without the written consent of Customer. Company will treat as confidential the data obtained from Customer. Customer's transmission of this data does not constitute any waiver of attorney-client privilege, work product privilege, or confidentiality.

2. FEEDBACK. All feedback, comments, and suggestions for improvements that Customer provides to Company hereunder are referred to collectively as “**Customer Feedback**”.

3. OWNERSHIP. Customer acknowledges and agrees that all Customer Feedback will be the sole and exclusive property of Company. Customer hereby irrevocably transfers and assigns to Company and agrees to irrevocably assign and transfer to Company all of Customer's right, title, and interest in and to all Customer Feedback, including all worldwide patent rights (including patent applications and disclosures), copyright rights, trade secret rights, and other intellectual property rights (collectively, “**Intellectual Property Rights**”) therein. At Company's request and expense, Customer will execute documents and take such further acts as Company may reasonably request to assist Company to acquire, perfect and maintain its Intellectual Property Rights and other legal protections for the Customer Feedback. Customer acknowledges and agrees that, as between the parties, Company own all right, title, and interest in and to the Product and related services, including all Intellectual Property Rights therein, even if Company incorporates any Customer Feedback into subsequent versions of the Product. Customer will not earn or acquire any rights or licenses in the Product or in any Company Intellectual Property Rights on account of this Agreement or Customer's performance under this Agreement.

4. DISCLAIMERS.

4.1 Warranty Disclaimers. Customer acknowledges that the Product is being provided "AS IS." COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NONINFRINGEMENT, AND ANY WARRANTIES ARISING OUT OF COURSE OF DEALING OR USAGE OF TRADE.

4.2 No Warranty. Company does not warrant that the services related to the Product and the Product will be uninterrupted, reliable, accurate, available, error free, and free from unauthorized access. Use of the Product and related services, including use of any analysis or information provided in connection thereto, by Customer or any third party shall be at Customer's sole risk and liability.

4.3 Third Party Providers. Customer acknowledges that certain services related to the Product are provided or dependent upon by third party providers. The Company is not responsible for any act or omission or the availability or quality of any products or services provided by such third parties.

5. LIMITATION ON LIABILITY. IN NO EVENT WILL COMPANY BE LIABLE TO CUSTOMER OR TO ANY THIRD PARTY FOR DAMAGES OF ANY KIND, INCLUDING,

WITHOUT LIMITATION, INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE INSTALLATION OR USE OF OR INABILITY TO USE THE PRODUCT OR RELATED SERVICES OR FOR ANY ERROR OR DEFECT IN THE PRODUCT, INCLUDING INCORRECT DETERMINATION OF LOCATION, WHETHER SUCH LIABILITY ARISES FROM ANY CLAIM BASED UPON CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, AND WHETHER OR NOT COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE. THE PARTIES HAVE AGREED THAT THESE LIMITATIONS WILL SURVIVE AND APPLY EVEN IF ANY LIMITED REMEDY SPECIFIED IN THIS AGREEMENT IS FOUND TO HAVE FAILED OF ITS ESSENTIAL PURPOSE.

6. TERM AND TERMINATION.

6.1 Term. The parties may extend the term of this Agreement on terms and conditions agreed between the parties.

6.2 Effect of Termination. Upon any termination or expiration of this Agreement, Customer's right to use the services provided by the Company in connection with the Product will automatically terminate.

6.3 Survival. The provisions of Sections 1.3, 2, 3, 4, 5, 6.2, 6.3, and 7 will survive any termination or expiration of this Agreement.

7. GENERAL PROVISIONS.

7.1 Assignment. Customer may not assign this Agreement, in whole or in part, by operation of law or otherwise, without the prior written consent of Company. Any attempted assignment without such consent will be null and of no effect.

7.2 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Illinois (excluding its body of law controlling conflicts of law).

7.3 Severability. If any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, such provision will be construed so as to be enforceable to the maximum extent permissible by law, and the remaining provisions of the Agreement will remain in full force and effect.

7.4 Waiver. The waiver of any breach or default will not constitute a waiver of any other right hereunder or of any subsequent breach or default.

7.5 Entire Agreement. This Agreement and the attached exhibits constitute the entire and exclusive agreement between the parties pertaining to the subject matter hereof, and supersede any and all prior agreements, communications, and understandings (both

written and oral) regarding such subject matter. This Agreement may only be modified, or any rights under it waived, by a written document executed by both parties.

7.6 Counterparts. This Agreement may be executed in counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the Effective Date.

JusticeText Inc.

Name: Devshi Mehrotra

Title: CEO

Signature: _____

Date: _____

DuPage County Public Defender

Name: _____

Title: _____

Signature: _____

Date: _____



May 15, 2025

RE: Sole Source Letter

Dear Melissa,

As requested, I am providing a letter that confirms that JusticeText is the Sole Source of the technology we provide. JusticeText is an audiovisual evidence management platform for public defenders designed to expedite the review of body-camera footage, interrogation videos, jail calls, and other crucial digital discovery. This software includes:

AI-powered analysis and search

- **Automatically identify key moments specific to public defense** in audio or video files including Miranda rights, field sobriety tests and arrests
- **Automatically generate single-paragraph summaries** of each piece of evidence to more easily navigate high volumes of discovery
- Easily flip through **summary previews for all discovery in a folder** to quickly isolate the relevant audio or video files
- Summarize an **entire case folder of discovery**
- **Automatically generate timelines** that break discovery into discrete chapters
- **Ask text-based questions** about the contents of discovery (e.g., "were implicit promises made?") and receive time-stamped answers that source specific moments in the evidence
- **Synthesize an entire folder of discovery** for a case via summaries and natural language prompts (e.g., "share a high-level timeline of events")
- **Compare and contrast audio/video evidence** using natural language questions (e.g., "what contradictions does the witness make between statements?")
- **Search for high-level, contextual topics** across a folder of discovery (e.g., "what moments in these video support my argument?", "is there evidence of the Reid interview technique?")
- **Automatically sync multiple videos** (e.g., body-worn camera footage) from multiple angles to review, search, and analyze from a single screen
- **Automatically identify key words relevant to public defense** from a generated transcript (e.g. "gun", "harass", "attorney")
- **Search within a file** for any word or phrase
- **Search across all uploaded evidence** and filter the results by evidence type, speaker, case folder, and additional custom tags

Transcription for multiple languages and file formats

- Transcribe discovery in **80+ languages**, including Spanish, Mandarin, and more
- Transcribe **up to 100 files in one batch**, processed in parallel
- Include **custom vocabulary** (e.g., streets, neighborhoods, witness names) to incorporate local context and improve transcript accuracy
- Create **multi-lingual transcriptions** for media files containing up to three spoken languages
- **Translate transcripts** from other languages (e.g., Spanish) to English
- **Clearly identify** up to 10 speakers in a file
- **Quickly assign speaker names** throughout a piece of evidence
- **Upload proprietary file types** (e.g., GTL jail calls, Panasonic AV Viewer videos, WatchGuard body cameras, For the Record court proceedings, Avigilon videos) directly onto JusticeText without converting in advance, in addition to all standard file types (MP4, MP3, MOV, etc.)
- **Upload files directly** from common storage locations (e.g., OneDrive, Box, Dropbox, Google Drive, etc.)
- **Integrate with case management systems** for easier upload and download

Streamlined viewing, editing, note-taking, redacting, and clipping

- **Edit and annotate** the output transcript, with all changes automatically saved, via a best-in-class user experience with unlimited editing
- **Create video clips** of relevant parts of the file, simply by highlighting the transcript
- **Add subtitles** to created video clips
- **Redact portions** of audio/video evidence to protect confidential information
- Generate an automatically **timestamped notebook** as the video plays
- **Navigate to key moments in a video** by selecting a word in the transcript
- **Use simple keyboard shortcuts** to expedite video review (e.g., tab to play/pause)
- **Edit timestamps** to align text to specific moments in the audio/video file

Collaboration

- **Share video clips** with clients/colleagues via a unique link
- **Share a fully editable version** of your interactive transcript with clients and colleagues with the ability to control access permissions with shared recipient
- Collaboratively review all evidence on a case **using shared workspaces**
- **Upload files on behalf** of others to streamline attorney workflows
- **Export transcripts and video clips** to a local machine in a variety of standard easy-to-use formats, include pleading paper format

In-app support

- **Live in-app support** directly with JusticeText team, with ~30 min average response time
- Review 1-2 minute **tutorial videos** explaining all of the main features on JusticeText

JusticeText is the Sole Source of the software listed above, and no other company or firm sells or distributes such software.

Providing technological support for public defenders is at the core of our company's mission. My co-founder and I started building this product while we were college students at the University of Chicago to [address the challenges](#) faced by the local public defender's office. We currently work with 75+ state and local public defense organizations across the nation, working hand-in-hand to co-create a product built specifically to address their needs, including:

- Committee for Public Counsel Services (CPCS)
- Kentucky Department of Public Advocacy
- Tennessee District Public Defender Conference
- Public Defender Services of Lane County

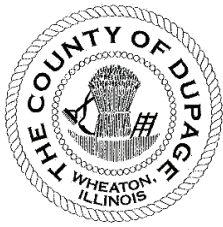
Our commitment to public defenders has been highlighted by the [ABA Journal](#), [Texas Lawyer](#), [Mass Lawyers Weekly](#), [Axios](#), [MIT Technology Review](#), and the [Public Defenseless Podcast](#).

To the best of my knowledge, there are no other items and/or services available for purchase that would serve the same purpose or function as JusticeText.

Sincerely,



Devshi Mehrotra
CEO & Co-Founder, JusticeText



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	JusticeText Inc.
CONTACT PERSON:	Devshi Mehrotra
CONTACT EMAIL:	devshi@justicetext.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

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

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

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

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

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

Section IV: Certification

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

Printed Name: Devshi Mehrotra

Title: CEO

Signature: 

Date: 5/15/2025



File #: JPS-P-0029-25

Agenda Date: 6/3/2025

Agenda #: 6.C.

AWARDING RESOLUTION ISSUED TO
THINKGARD
TO PROVIDE BACKUP AND RECOVERY SERVICES
FOR THE SHERIFF'S OFFICE
(CONTRACT TOTAL AMOUNT \$368,853.50)

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 to provide backup and recovery services; and

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and the TIPS Contract #220105, the County of DuPage will contract with ThinkGard; and

WHEREAS, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to ThinkGard, to provide backup and recovery services, for the period of June 10, 2025 through November 30, 2027, for the Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said to provide backup and recovery services, for the period of June 10, 2025 through November 30, 2027, for the Sheriff's Office, be, and it is hereby approved for issuance of a contract by the Procurement Division to ThinkGard, 3000 Galleria Circle, Suite 1130, Hoover, AL 35244, for a contract total amount not to exceed \$368,853.50, per contract pursuant to the TIPS Contract #220105.

Enacted and approved 10th day of June, 2025 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

General Tracking		Contract Terms	
FILE ID#: JPS-P-0029-25	RFP, BID, QUOTE OR RENEWAL #: 20250519-092137971	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: \$368,853.50
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 06/03/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$368,853.50
	CURRENT TERM TOTAL COST: \$368,853.50	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: ThinkGuard	VENDOR #:	DEPT: DuPage Sheriff's Office	DEPT CONTACT NAME: Jason Snow
VENDOR CONTACT: BrittanyRademacher	VENDOR CONTACT PHONE: 15174200434	DEPT CONTACT PHONE #: 630-405-2071	DEPT CONTACT EMAIL: jason.snow@dupagesheriff.org
VENDOR CONTACT EMAIL: brittany.rademacher@thinkgard.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
<p>DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Following this incident, we have found some shortcomings in our backup system. To provide the best possible service to the Sheriff's Office, we would like to have it managed and maintained by a service, so we won't encounter problems like we have in the past. Our multiple backup locations did help with this. Still, to maintain a well-dispatched backup poster, we would need personnel to monitor the backups and perform regular tests on them, or partner with a service. We want to partner with ThinkGuard for this service.</p> <p>We have approximately 50TB of data to back up and around 540 Office 365 users.</p> <p>This service will provide the Sheriff's Office Servers 1 year of backups, Off-site backups on the East and West coasts, 24/7/365 monitoring and support for backs, 1-2 annual disaster recovery testing, Works with the Sheriff's Office on the Disaster recovery plan, they can do it every 5 minutes, 24 hours. Office 365 is unlimited backup storage (OneDrive, email, Teams, SharePoint). This backup is performed three times a day, and the same level of monitoring and support is provided for servers. From start to finish, it is HIPAA and CJIS compliant.</p> <p>They are on the Interlocal Purchasing System (TIPS): https://www.tips-usa.com ThinkGard contract number: 220105</p>			
<p>JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished</p> <p>They are widely known in the government space and serve multiple local government agencies. We require a service to continuously monitor backups 24/7/365 and utilize their disaster recovery support as needed. They also collaborate with the Sheriff's Office to develop and test a disaster recovery plan annually.</p>			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING	

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. Their focus is on the government agency. They are part of GMIS, and multiple government agencies in the area use and they are on the TIPS contract.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). If we use what we are using today we would need to hire more staff to be dedicated to monitoring, maintain, test backups.

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

Send Purchase Order To:		Send Invoices To:	
Vendor: ThinkGuard	Vendor#:	Dept: DuPage County Sheriff's Office	Division: Civil Department
Attn: Brittany Rademacher	Email: brittany.rademacher@thinkgard.com	Attn: Colleen Zbilski	Email: colleen.zbilski@dupagesheriff.org
Address: 3000 Galleria Circle, Suite 1130	City: Hoover,	Address: 501 N County Farm RD	City: Wheaton
State: AL	Zip: 35244	State: IL	Zip: 60187
Phone: 15174200434	Fax:	Phone: 630-407-2122	Fax:
Send Payments To:		Ship to:	
Vendor: ThinkGuard	Vendor#:	Dept: DuPage County Sheriff's Office	Division: IT Department
Attn: Brittany Rademacher	Email: brittany.rademacher@thinkgard.com	Attn: Jason Snow	Email: jason.snow@dupagesheriff.org
Address: 3000 Galleria Circle, Suite 1130	City: Hoover,	Address: 501 N County Farm RD	City: Wheaton
State: AL	Zip: 35244	State: IL	Zip: 60187
Phone: 15174200434	Fax:	Phone: 630-407-2072	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 10, 2025	Contract End Date (PO25): 11/30/2027

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	7	EA		Backup and Recovery 24/7/365 service - Servers	FY25	1000	4404	53807		9,836.00	68,852.00
2	7	EA		Backup and Recovery 24/7/365 service - O365 (OneDrive,eMail,Sharepoint)	FY25	1000	4404	53807		1,578.50	11,049.50
3	1	EA		Office 365 Implementation Service	FY25	1000	4404	53807		250.00	250.00
4	1	EA		Server Implementation Services	FY25	1000	4404	53807		14,754.00	14,754.00
5	1	EA		Backup and Recovery 24/7/365 service - Servers	FY26	1000	4404	53807		118,032.00	118,032.00
6	1	EA		Backup and Recovery 24/7/365 service - O365 (OneDrive,eMail,Sharepoint)	FY26	1000	4404	53807		18,942.00	18,942.00
7	1	EA		Backup and Recovery 24/7/365 service - Servers	FY27	1000	4404	53807		118,032.00	118,032.00
8	1	EA		Backup and Recovery 24/7/365 service - O365 (OneDrive,eMail,Sharepoint)	FY27	1000	4404	53807		18,942.00	18,942.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 368,853.50

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



DuPage County Sheriff, IL - BDRaaS Co-Managed Solution & Services

Quote created: May 19, 2025 Reference: 20250519-092137971

DuPage County Sheriff, IL
501 N. County Farm Road
Wheaton, Illinois 60187
United States

Jason Snow
jason.snow@dupagesheriff.org
6304072072

Comments

This proposal for DuPage County Sheriff's Office includes pricing for ThinkGard's co-managed Business Continuity & Backup and Disaster Recovery as a Service (BC-BDRaaS) solution.

Billing Terms

June 2025 - November 2025: billed monthly at \$9,836.00

December 2025 - November 2026: billed annually at \$118,032.00

December 2026 - November 2027: billed annually at \$118,032.00

December 2027 - June 2028: the remaining pro-rated amount of contract

All applicable taxes will be assessed at time of billing.

The Interlocal Purchasing System (TIPS): <https://www.tips-usa.com>

ThinkGard contract number: 228405

Products & Services

Enterprise 48 TB Appliance

48TB Appliance

2 x ~~\$21,330.00~~
after 100% discount
\$0.00

- CPU Intel Xeon Gold x2 5220R (TOTAL 48c/96t, 2.2GHz)
 - RAM: 512GB (16x32GB) ECC
 - Array: 6x18TB SAS RAID 10
 - NICs: 2x 10G, 2x 1G
 - OS Drive: 2x m.2 240GB RAID 1
 - Performance Cache: 480GB SATA SSD
 - Chassis: 2U
-

DataGard TBR S5-48TB

DataGard S5-48TB Monthly Services

2 x \$4,918.00 / month
for 3 years

Services Included in Monthly Rate:

- 1 Year Time-Based Retention in US-based datacenters (TBR)
 - Bicoastal Data Center offsite replication locations
 - Ongoing daily monitoring and management of all backup appliances:
 - Customizable local backup schedules per server (from every 5 minutes to 24 hours)
 - Experienced Support team that checks on every appliance daily
 - Initial remediation of backup errors
 - Communication with client if assistance or intervention is needed for production servers
 - Monitor daily mini disaster recovery test via screenshot verifications
 - Telephone and email on-call service available 24/7/365
 - Facilitate test restorations per request with IT staff
 - Annual Disaster Recovery testing, including cloud testing, with a DR Plan deliverable
 - Full ThinkGard Support team assistance for any restoration event:
 - 24/7 assistance during all disaster events
 - Work with client to determine the most efficient of eight (8) restoration types available to provide business continuity
 - Server loss incident management: in the event an incident occurs, ThinkGard staff will assist the organization through restoration and recovery.
 - Mounting of backup points for simple file/volume recoveries
 - Local and/or cloud virtualization in the event of server(s) loss
 - Assist in verification of 'clean' servers in the case of a ransomware attack along with identifying and confirming the possible attack window
 - 30 days of offsite virtualization, after which a fee of \$200.00 per 24 hours will incur.
-

Implementation Services - Enterprise

1 x \$14,754.00

The one-time fee includes:

- Preconfigure appliance(s) networking to match client environment and provide documentation for firewall configuration to communicate to the offsite Data Centers
 - Two video conferences with ThinkGard Support (more as necessary):
 - Onboarding meetings will go through process of adding server backup jobs to appliance(s) as well as provide plan to get all servers backing up to appliance(s).
 - Post-Onboarding meeting will audit the appliance(s) to make sure everything has been added to the backup solution, as well as a walkthrough of the Disaster Recovery testing process. We will provide a link to schedule your DR Test with our staff at this time.
 - Assistance in onboarding client servers to the backup appliance(s)
 - Setup of backup job alerting and reporting
 - Monitoring of onboarded servers to configure individual server's screenshot verification
 - RoundTrip option to offsite large servers to the cloud Data Center (optional)
- Shipping cost of appliance(s) to client

Monthly subtotal	\$9,836.00
One-time subtotal	\$14,754.00
after \$42,660.00 discount	
Total	\$24,590.00

This quote expires on August 17, 2025

This Order is entered into as of May 19, 2025 between ThinkGard, LLC a Delaware corporation ("Company") and DuPage County Sheriff, IL ("Client")

Order Governed by the Master Agreement

This Order is part of, and incorporated into, the Master Agreement between DuPage County Sheriff, IL and ThinkGard, LLC and is subject to the terms and conditions of the agreement and any definitions contained in the Agreement. If any provision of this Order conflicts with the Agreement, the terms and conditions of the Agreement shall control.

Deliverables & Services

Services Onboarding

1. Company will leverage project manager to manage the following onboarding activities:
 1. Deployment & configuration of systems, detailed in this agreement, designed for best practice.
 2. Creation of agent and installation packages for client to deploy in production environment.

Exclusions

Items other than those included above are expressly excluded from the Services provided within this Order. The following exclusions and clarifications are intended to clarify the scope of services for this order:

1. When client requests services by Company not explicitly included in this agreement, they are agreeing to invoicing of said services per the terms outlined in the Master Agreement. For all services which incur additional hourly fees, Company will notify the client that these services are outside the scope of this work order and will receive approval from client prior to rendering these additional services.
2. Software and licensing purchased by the client directly from a third-party vendor are not included as a part of services to be supported.
3. Should deficiencies, malware infections, or critical vulnerabilities be discovered during the deployment of services, Company will bring to Client attention and discuss the impact of the deficiencies on Company's ability to provision the Services and provide client with options to correct the deficiencies. Initial remediation hours will be billed outside of this Order unless otherwise explicitly stated in this Order.

Assumptions

1. Company reserves the right, at its discretion, to pass onto the client any changes to obligations, such as terms or pricing imposed on Company by a given vendor, for an offering that is currently resold to the client at any time during the current agreement term.
2. The items defined in this Order are designed to enhance the security of the customer environment. There is no guarantee that any security measure will prevent a data breach, infection, or other cyber security incident.

Client Responsibilities

1. Client will provide a primary point of contact for Company to work with on all services provided in this Order.
2. Client will be responsible for ensuring applicable agents and software are deployed to Client devices.

3. Client will maintain both hardware and software maintenance agreements with the source Vendor whenever possible to allow for ongoing access to security updates and to provide quick replacement of non-functioning components.
4. Third party tool licensing may be required for additional cost.

Invoicing

1. Recurring services, if included, shall be provided for term indicated in Products & Services, starting from the date of the first recurring invoice (Effective Services Start Date), unless terminated in accordance with the terms of this Order or the Master Agreement.
2. Upon execution of an Order, Company shall invoice Client for all non-recurring charges due for Company to commence Services, including any onboarding fees. Upon activation of the Services, billing shall commence, and Company shall invoice Client for monthly recurring charges in advance of providing managed services. If the Order start date does not fall on the first calendar day of a month, Company shall calculate the first month's Services on a prorated basis.
3. Any taxes related to services purchased or licensed pursuant to this Order shall be paid by Client or Client shall present an exemption certificate acceptable to the taxing authorities. Applicable taxes and freight charges shall be billed as a separate item on the invoice.
4. Unit rates will automatically increase annually on the anniversary of the Effective Services Start Date equivalent to the CPI change for All Urban Consumers or by 4.00%, whichever is higher.
5. The terms of this Order will automatically renew for an additional term of equivalent length to the current active term unless notice of termination is provided by either party no fewer than 90 calendar days prior to expiration of the current active term.
6. Company will audit the Client's usage of the quantity of Services on a monthly basis; for each quantity of Services found in excess of the amount stated in this Order above, Company will increase the monthly service fee amount by the corresponding unit price stated above.
7. At no time during the term of this Order will the fees payable under this Order (i.e. the monthly subtotal amount) drop below seventy-five percent (75%) of the initially agreed upon monthly subtotal stated above.
8. In the event of the early termination of the Agreement in accordance with Section 3.3 of the Master Agreement, Client agrees that the initially agreed upon monthly subtotal stated above shall be used for calculating fees due for the remaining term of the Agreement.
9. Additional services may be added at any time during the life of this Order at the unit price listed above.

Signature

Choose a profile to start the e-signature process.

Jason Snow

jason.snow@dupagesheriff.org

Nolan Griffin

nolan@thinkgard.com

Questions? Contact me



Brittany Rademacher

Account Executive

brittany.rademacher@thinkgard.com

+15174200434

ThinkGard

3000 Galleria Circle, Suite 1130

Hoover, AL 35244

United States



DuPage County Sheriff, IL - 0365

SaaS ICR | 501-550 Users

Quote created: May 20, 2025 | Reference: 20250520-095347317

DuPage County Sheriff, IL
501 N. County Farm Road
Wheaton, Illinois 60187
United States

Jason Snow
jason.snow@dupagesheriff.org
630.407.2072

Comments

This proposal for DuPage County Sheriff's Office includes pricing for ThinkGard's co-managed Office 365 Backup and Disaster Recovery as a Service (BDRaaS) solution.

Billing Terms

June 2025 - November 2025: billed monthly at \$1,578.50

December 2025 - November 2026: billed annually at \$18,942.00

December 2026 - November 2027: billed annually at \$18,942.00

December 2027 - June 2028: the remaining pro-rated amount of contract

All applicable taxes will be assessed at time of billing.

The Interlocal Purchasing System (TIPS): <https://www.tips-usa.com>

ThinkGard contract number: 226105

Products & Services

Microsoft 365 SaaS Protection ICR | 501-550 Users

1 x \$1,578.50 / month
for 3 years

Services include:

- Store an unlimited amount of data in the Datto Cloud.
- 3x daily point in time backup for Microsoft 365's Exchange, OneDrive, Teams and SharePoint
- Perform manual backups, as needed, at any time.
- Restore individual files or groups of files back into a user's account or export them directly to a machine.
- Preview backups by user, item and point in time snapshot.
- Comprehensive search across all M365 content.
- Security controls that include compliance with SOC 2 Type II and the ability to meet HIPAA compliance needs.
- ThinkGard manages and monitor backup data multiple times each day.

Implementation Services - SaaS Protection

1 x \$250.00

Deployment and optimization of entire solution.

Monthly subtotal	\$1,578.50
One-time subtotal	\$250.00
Total	\$1,828.50

This quote expires on August 18, 2025

This Order is entered into as of May 20, 2025 between ThinkGard, LLC a Delaware corporation ("Company") and DuPage County Sheriff, IL ("Client")

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Jason Snow

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Nolan Griffin

nolan@thinkgard.com

Questions? Contact me



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Account Executive

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+15174200434

ThinkGard

3000 Galleria Circle, Suite 1130

Hoover, AL 35244

United States

The Interlocal Purchasing System

Purchasing Made Personal



Printed 23 May 2025



www.thinkgard.com

ThinkGard LLC

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM PO AND QUOTE MUST REFERENCE VENDOR TIPS
CONTRACT NUMBER ATTACH PO AS A PDF - ONLY ONE PO (WITH QUOTE) PER ATTACHMENT

	<u>PAYMENT TO</u>	<u>TIPS CONTACT</u>
ADDRESS	3000 Galleria Circle, SUITE	NAME Charlie Martin
CITY	Hoover	PHONE (866) 839-8477
STATE	AL	FAX (866) 839-8472
ZIP	35244	EMAIL tips@tips-usa.com

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N

HUB: N

SERVING STATES

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT |
NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT | VT | VA | WA | WI | WY | PR

Overview

ThinkGard was founded in 2013 to specialize in Backup and Disaster Recovery specifically for clients in the public sector. Since that time, we've built a strong reputation for helping to protect our clients from any number of different disaster situations that might arise (fire, flood, tornado, hurricane or cyber security event / ransomware). Our solution is flat rate so it is easy to budget for and we do everything we can to ensure you have restful nights and warm fuzzy feelings.

AWARDED CONTRACTS "View EDGAR Doc" on Website

Contract	Comodity	Exp Date	EDGAR
220105	Technology Solutions Products and Services	05/31/2027	See EDGAR Certification Doc.

CONTACTS BY CONTRACTS

220105

Kevin Fuller President (205) 910-1868 kevin@thinkgard.com



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	ThinkGard, a Division of VC3, Inc.
CONTACT PERSON:	Nolan Griffin
CONTACT EMAIL:	Nolan@thinkgard.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
☒ No

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

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

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

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

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

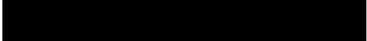
The full text of the County's Procurement Ordinance is available at:

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

Section IV: Certification

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

Printed Name: Nolan Griffin

Signature: 

Title: Regional Vice President of Sales

Date: 5/27/25