



# DU PAGE COUNTY

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

## Police Records Management System Oversight Special Call

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Wednesday, August 14, 2024

2:00 PM

Room 3500B

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### Special Call

1. CALL TO ORDER
2. ROLL CALL
3. CHAIRMAN'S REMARKS
4. PUBLIC COMMENT
5. INFORMATIONAL
  - 5.A. [24-2129](#)  
Appointment of Evan Walter to the PRMS Oversight Committee
  - 5.B. [24-2172](#)  
Appointment of Jason Bielawski to the PRMS Oversight Committee
  - 5.C. [24-2173](#)  
Appointment of Michael Guttman to the PRMS Oversight Committee
6. ACTION ITEMS
  - 6.A. [24-2130](#)  
Selection of New Vice Chair of the PRMS Oversight Committee
  - 6.B. [ETS-R-0059-24](#)  
Resolution approving a mutual termination agreement between the County of DuPage, on behalf of the Emergency Telephone System Board of DuPage County, and the Village of Addison. (Pending Parent Committee Approval)
  - 6.C. [24-2167](#)  
2016AC-16 - Amendment to Resolution 2016-16, issued to Intergraph Corporation, d.b.a. Hexagon Safety & Infrastructure, a Delaware Corporation, PO 950900/1914-1, to incorporate a First Amendment to the Restatement Agreement, to decrease the maintenance for FY25-27, resulting in an amended contract total of \$22,477,706.78, a decrease of -0.42%.

**6.D. [PRMS-P-0001-24](#)**

Recommendation for the approval of a contract to DeltaWRX, LLC, to develop an RFP, evaluate responses, participate in the selection and in the contract negotiations for the Police Records Management System (PRMS), for the period of August 27, 2024 through August 26, 2027, for a total contract amount of \$192,269.36. Other Professional Services not suitable for competitive bid per 55 ILCS 5/5-1022(c). Vendor selected pursuant to DuPage County Procurement Ordinance 2-353(1)(b).

**7. PRESENTATION****7.A. [24-2131](#)**

Proposed FY2025 Budget

**8. DISCUSSION****8.A. [24-2180](#)**

Review of Proposed Amended IGA

**9. OLD BUSINESS****10. NEW BUSINESS****11. ADJOURNMENT**



# Informational

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**File #:** 24-2129

**Agenda Date:** 8/14/2024

**Agenda #:** 5.A.

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# DuPage Mayors and Managers Conference

*an association of municipalities representing 1,000,000 people*

1220 Oak Brook Road  
Oak Brook, Illinois 60523  
(630) 571-0480  
www.dmmc-cog.org

*Founded June 19, 1962*

## MEMBER MUNICIPALITIES

- Addison
- Aurora
- Bartlett
- Bensenville
- Bloomington
- Bolingbrook
- Burr Ridge
- Carol Stream
- Clarendon Hills
- Darien
- Downers Grove
- Elmhurst
- Glen Ellyn
- Glendale Heights
- Hanover Park
- Hinsdale
- Itasca
- Lemont
- Lisle
- Lombard
- Naperville
- Oak Brook
- Oakbrook Terrace
- Roselle
- Schaumburg
- Villa Park
- Warrenville
- Wayne
- West Chicago
- Westmont
- Wheaton
- Willowbrook
- Winfield
- Wood Dale
- Woodridge

## ASSOCIATE MEMBER

- Western Springs

August 1, 2024

The Honorable Robert Berlin  
State's Attorney  
DuPage County State's Attorney's Office  
503 North County Farm Road  
Wheaton, Illinois 60187

Dear State's Attorney Berlin,

On August 1, 2024, the DuPage Mayors and Managers Conference (DMMC) Board of Directors approved the appointment of Evan Walter, Village Administrator of Burr Ridge, to replace Joe Maranowicz, Village Manager of Addison, on the Police Records Management System (PRMS) Oversight Committee. Please take the necessary steps to process the appointment of Village Administrator Walter to the Committee.

If you have any questions or concerns, please contact Executive Director Suzette Quintell at [squintell@dmmc-cog.org](mailto:squintell@dmmc-cog.org) or (630) 571-0480. Thank you in advance.

Sincerely,  
**Signature on File**

Scott M. Levin  
President, DuPage Mayors and Managers Conference  
Mayor, City of Elmhurst



# Informational

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**File #:** 24-2172

**Agenda Date:** 8/14/2024

**Agenda #:** 5.B.

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# DuPage Mayors and Managers Conference

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- Hanover Park
- Hinsdale
- Itasca
- Lemont
- Lisle
- Lombard
- Naperville
- Oak Brook
- Oakbrook Terrace
- Roselle
- Schaumburg
- Villa Park
- Warrenville
- Wayne
- West Chicago
- Westmont
- Wheaton
- Willowbrook
- Winfield
- Wood Dale
- Woodridge

## ASSOCIATE MEMBER

- Western Springs

August 1, 2024

The Honorable Robert Berlin  
State's Attorney  
DuPage County State's Attorney's Office  
503 North County Farm Road  
Wheaton, Illinois 60187

Dear State's Attorney Berlin,

On August 1, 2024, the DuPage Mayors and Managers Conference (DMMC) Board of Directors approved the appointment of Jason Bielawski, Village Administrator of Roselle, to replace Jodi Sennett, Records Supervisor of the Elmhurst Police Department, on the Police Records Management System (PRMS) Oversight Committee, effective September 1, 2024. Please take the necessary steps to process the appointment of Village Administrator Bielawski to the Committee.

If you have any questions or concerns, please contact Executive Director Suzette Quintell at [squintell@dmmc-cog.org](mailto:squintell@dmmc-cog.org) or (630) 571-0480. Thank you in advance.

Sincerely,

**Signature on File**

Scott M. Levin  
President, DuPage Mayors and Managers Conference  
Mayor, City of Elmhurst



# Informational

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**File #:** 24-2173

**Agenda Date:** 8/14/2024

**Agenda #:** 5.C.

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- Oakbrook Terrace
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- Wayne
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- Wood Dale
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## ASSOCIATE MEMBER

- Western Springs

August 1, 2024

The Honorable Robert Berlin  
State's Attorney  
DuPage County State's Attorney's Office  
503 North County Farm Road  
Wheaton, Illinois 60187

Dear State's Attorney Berlin,

On August 1, 2024, the DuPage Mayors and Managers Conference (DMMC) Board of Directors approved the appointment of Michael Guttman, City Administrator of West Chicago, to replace Dave Fieldman, Village Manager of Downers Grove, on the Police Records Management System (PRMS) Oversight Committee. Please take the necessary steps to process the appointment of City Administrator Guttman to the Committee.

If you have any questions or concerns, please contact Executive Director Suzette Quintell at [squintell@dmmc-cog.org](mailto:squintell@dmmc-cog.org) or (630) 571-0480. Thank you in advance.

Sincerely,

 Signature on File

Scott M. Levin  
President, DuPage Mayors and Managers Conference  
Mayor, City of Elmhurst





## Action Item

421 N. COUNTY FARM  
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WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 24-2130

**Agenda Date:** 8/14/2024

**Agenda #:** 6.A.

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## ETSB Resolution

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

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**File #:** ETS-R-0059-24

**Agenda Date:** 8/14/2024

**Agenda #:** 15.A.

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RESOLUTION APPROVING A MUTUAL TERMINATION AGREEMENT BETWEEN  
THE COUNTY OF DU PAGE, ON BEHALF OF THE EMERGENCY TELEPHONE SYSTEM BOARD  
OF DU PAGE COUNTY, AND THE VILLAGE OF ADDISON

WHEREAS, the DuPage County Emergency Telephone System Board (“DU PAGE ETSB”) is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 (“Act”) and the DuPage Emergency Telephone System Ordinance (“Ordinance”), DuPage County Code §20-40; and

WHEREAS, the COUNTY OF DUPAGE (the County) is a body politic and Corporate duly incorporated by the laws of the State of Illinois, and located in Wheaton, Illinois; and

WHEREAS, the Village of Addison is a Home Rule Unit of Government, duly incorporated under the laws of the State of Illinois and located in Addison, DuPage County, Illinois; and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System for citizens of the County of DuPage and portions of Cook, Kane and Will counties; and

WHEREAS, DU PAGE ETSB is further charged with the responsibility of providing enhanced 9-1-1 emergency services, including Computer Aided Dispatch (“CAD”) by Illinois Law (50 ILCS 750/35); and

WHEREAS, in the exercise of its statutory duties, the ETSB implemented a CAD system throughout DuPage County to ensure the dispatch of an appropriate emergency response to telephone calls placed to 9-1-1; and

WHEREAS, the Constitution (Article VIII, §10) and laws of the State of Illinois (5 ILCS 220/1) permit units of local government to contract; enter into intergovernmental agreements; or otherwise associate among themselves to obtain or share services or to exercise, combine, or transfer any power or function, in such a manner as is not restricted by law or ordinance; and

WHEREAS, DU PAGE ETSB lacks the authority to enter into an IGA on its own and requires the County to enter into an agreement with another unit of local government on its behalf; and

WHEREAS, the County, on behalf of DU PAGE ETSB, previously entered into an Intergovernmental Agreement (“IGA”) with the Village of Addison, for the procurement and maintenance of a police records management system (“PRMS”); and

WHEREAS, on October 29, 2021, the Village of Addison gave written notice of termination as required by the IGA and advised that they would be pursuing a new PRMS; and

WHEREAS, the Village of Addison and the County, on behalf of the DU PAGE ETSB, have outlined their duties and responsibilities once the village of Addison’s use of the system terminated on July 9, 2024 in the attached Mutual Termination Agreement (“Agreement”) attached hereto; and

WHEREAS, the Parties have negotiated the Agreement, and it is the desire of the County, on behalf of the DU PAGE ETSB, and the Village of Addison to enter into this Agreement based upon the Village of Addison's termination of the IGA through its provisions; and

NOW, THEREFORE BE IT RESOLVED, by the DU PAGE ETSB that upon the execution of the attached Agreement by all parties the Agreement attached hereto is hereby approved and the Chair of the DU PAGE ETSB is hereby authorized to execute the Agreement immediately.

Enacted and approved this 14th day of August, 2024 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIR  
EMERGENCY TELEPHONE SYSTEM BOARD

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_  
JEAN KACZMAREK, COUNTY CLERK

MUTUAL TERMINATION AGREEMENT BETWEEN COUNTY OF DUPAGE AND  
THE VILLAGE OF ADDISON

This Mutual Termination Agreement ("Agreement") is dated \_\_\_\_\_ 2024, (the "Effective Date" hereof) by and between the County of DuPage, Illinois, a body corporate and politic on its own behalf and on behalf of the Emergency Telephone System Board of DuPage County ("County" and "ETSB") and the Village of Addison, Illinois, a municipal corporation ("Participant").

WHEREAS, County and Participant entered into an Intergovernmental Agreement on August 7, 2017 ("IGA") related to the procurement of a police records management system (System);

WHEREAS, on October 29, 2021, Participant gave written notice of termination as required by the IGA and advised that they would be pursuing a new police records management system;

WHEREAS, the current IGA automatically renewed on May 1, 2024, for those Participants who did not provide notice of termination;

WHEREAS, Participant has been provided their system data at no cost to Participant and will no longer have access to the System as of July 9, 2024;

WHEREAS, County, ETSB, and Participant wish to outline their duties and responsibilities once Participant's use of the System terminates on July 9, 2024, and agree to the following terms:

1. Participant shall pay \$57,850.36 on or before January 31, 2025, for use of the System prior to July 1, 2024. This amount also includes the FY22 adjustment of \$6,784.86.
2. Participant shall not be required to pay County or ETSB to access and utilize the System between July 1, 2024 and July 8, 2024.
3. County and ETSB agree to provide information and technology assistance to Participant from July 9, 2024 through August 9, 2024, in order to assist Participant in the transition to its new police records management system, including but not limited to assistance with interpreting System data and reports.

4. Participant hereby relinquishes any of its past contributions to the Equipment Replacement Fund established as set forth in Section 6 of the IGA.
5. Participant shall retain ownership of all electronic data it provided to the System.
6. Participant releases the County, its officers, employees, directors, agents and representatives from and against any and all claims, losses, damages, liabilities, demands, costs and expenses attributable to, or arising out of, in any way the System.
7. This Agreement shall be governed and interpreted, and all rights and obligations of the Parties shall be determined, in accordance with the laws of the State of Illinois, without regard to its conflict of laws rules. All disputes with respect to this Agreement, which cannot be resolved by good faith negotiation among the Parties, shall be brought and heard in either the Eighteenth Judicial Circuit Court, DuPage County, Illinois, or the United States District Court for the Northern District of Illinois, Eastern Division.
8. This Agreement may be executed in two counterparts. Any Party hereto may execute any such counterpart all of which when executed and delivered shall be deemed to be an original and to which all counterparts, when fully executed by all Parties, taken together shall constitute one agreement.
9. This Agreement states the entire agreement among the Parties hereto regarding the termination of the IGA, and supersedes all prior agreements, commitments, communications, negotiations, offers, representations, statements, and writings pertaining thereto (oral or written).

IN WITNESS WHEREOF, the Parties have executed this Agreement effective the day and year first above written.

COUNTY OF DUPAGE

VILLAGE OF ~~OF~~ ADDISON

By: \_\_\_\_\_  
Deborah Conroy  
Chair

By: \_\_\_\_\_  
Richard Veenstra  
Mayor

Emergency Telephone System Board  
Of DuPage County

Witness:

By: \_\_\_\_\_  
Greg Schwarze, Chair

\_\_\_\_\_  
Lucille Zucc~~ero~~<sup>ero</sup>, Clerk

Date: 7/15/24

WITNESS:

\_\_\_\_\_  
Jean Kaczmarek, County Clerk

DATE: \_\_\_\_\_



ETSB Change Order with Resolution

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

File #: 24-2167

Agenda Date: 8/14/2024

Agenda #: 6.C.

RESOLUTION APPROVING CHANGE ORDER #29, TO INTERGRAPH CORPORATION, D.B.A. HEXAGON SAFETY & INFRASTRUCTURE, A DELAWARE CORPORATION, PO 950900/1914-1 TO INCORPORATE A FIRST AMENDMENT TO THE RESTATEMENT AGREEMENT TO ADJUST MAINTENANCE COSTS FOR FY25-27 (TOTAL AMOUNT OF CHANGE ORDER: \$4,515,549.72; ETSB AMOUNT: \$2,630,178.21; NEW CONTRACT AMOUNT: \$22,477,706.78)

WHEREAS, the DuPage County Emergency Telephone System Board (“DU PAGE ETSB”) is an emergency telephone system board, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4 (“Act”); and

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System for citizens of the County of DuPage and portions of Cook, Kane and Will counties; and

WHEREAS, the DU PAGE ETSB is authorized by law and local ordinance to make disbursements from the 9-1-1 surcharge funds it receives pursuant to law for costs related to products and services necessary for the implementation, upgrade and maintenance of the emergency telephone system; and

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB bylaws and has been approved pursuant to Resolution 2016-16; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Change Order #29 to Purchase Order 950900/1914-1, to Intergraph Corporation, d.b.a. Hexagon Safety & Infrastructure, a Delaware Corporation, to incorporate a First Amendment to the Restatement Agreement to allow for a change in maintenance costs from a 3% annual increase down to a 1.5% annual increase for FY25-27, for an ETSB amount of \$2,630,178.21. The change order total amount is \$4,515,549.72, a decrease of \$94,040.28. The total amount for PRMS is \$1,885,371.51, the total amount for ETSB CAD is \$2,630,178.21, for a new contract amount of \$22,477,706.78.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Change Order #29 to Purchase Order 950900/1914-1, dated August 6, 2024, covering said, incorporation of a First Amendment to the Restatement Agreement, be, and it is hereby approved by the DU PAGE ETSB to Intergraph Corporation, d.b.a. Hexagon Safety & Infrastructure, a Delaware Corporation, 305 Intergraph Way, Madison, Alabama 35758.

Enacted and approved this 14th day of August, 2024 at Wheaton, Illinois.

\_\_\_\_\_  
GREG SCHWARZE, CHAIR

Attest: \_\_\_\_\_  
JEAN KACZMAREK, COUNTY CLERK



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Aug 6, 2024

MinuteTraQ (IQM2) ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 950900/1914-1	<b>Original Purchase Order Date:</b> Jun 28, 2016	<b>Change Order #:</b> 29	<b>Department:</b> ETSB
<b>Vendor Name:</b> Hexagon Safety & Infrastructure		<b>Vendor #:</b> 25029	<b>Dept Contact:</b> Eve Kraus
<b>Background and/or Reason for Change Order Request:</b>	Recommendation for Change Order #29 to Hexagon Safety & Infrastructure PO 950900/1914-1 to allow for a change in the maintenance costs from a 3% increase annually to a 1.5% increase annually in years 3, 4 and 5 of the contract Restatement approved in Change Order #19, resulting in a reduction of \$94,040.28. Total amount of Restatement: \$10,771,934 adjusted to \$10,677,893.72, for a new contract amount of \$22,477,706.78.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

- (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	\$13,405,459.48
B	Net \$ change for previous Change Orders	\$9,166,287.58
C	Current contract amount (A + B)	\$22,571,747.06
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	(\$94,040.28)
E	New contract amount (C + D)	\$22,477,706.78
F	Percent of current contract value this Change Order represents (D / C)	-0.42%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	67.68%

**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:

First Amendment to the Restatement Agreement

ek	630-550-7743	Aug 6, 2024	LMZ	630-878-2509	Aug 6, 2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer	Date		Procurement Officer	Date	<u>8/8/2024</u>
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		





**Purchase Requisition**  
**Procurement Services Division**

Date: Aug 7, 2024

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Req #: 950900/1914-1

RFP, Bid or Quote #: \_\_\_\_\_

Send Purchase Order To:				Send Invoices To:			
Vendor: Intergraph/Hexagon		Vendor #: 25029		Dept: DuPage ETSB		Division:	
Attn:		Email:		Attn: 9-1-1 Coordinator		Email: etsb911@dupagecounty.gov	
Address: 305 Intergraph Way				Address: 421 N. County Farm Road		Room:	
City: Madison		State: AL	Zip: 35758	City: Wheaton		State: IL	Zip: 60187
Phone:		Fax:		Phone:		Fax:	
Send Payments To:				Ship To:			
Vendor: ntergraph/Hexagon		Vendor #: 25029		Dept:		Division:	
Attn:		Email:		Attn:		Email:	
Address: 305 Intergraph Way				Address: 421 N. County Farm Road		Room:	
City: Madison		State: AL	Zip: 35758	City: Wheaton		State: IL	Zip: 60187
Phone:		Fax:		Phone:		Fax:	
Payment Terms		F.O.B.		PO 20 Delivery Date		Requisitioner	
PER 50 ILCS 505/1		Destination					
Use for	Contract Administrator			Contract Start Date	Contract End Date	Use for	
PO25 only	Eve Kraus			Jul 1, 2022	Jun 30, 2027	PO25 only	

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	EA		CAD Maintenance FY24-25 Line 25	24 25	4000	5820	53806		863,198.16	863,198.16
2	1	EA		RMS Maintenance FY24-25 Line 26	24 25	4000	5820	53806		617,036.91	617,036.91
3	1	EA		CAD Maintenance FY25-26 Line 28	25 26	4000	5820	53806		876,306.21	876,306.21
4	1	EA		RMS Maintenance FY25-26 Line 29	25 26	4000	5820	53806		628,631.52	628,631.52
5	1	EA		CAD Maintenance FY26-27 Line 31	26 27	4000	5820	53806		890,673.84	890,673.84
6	1	EA		RMS Maintenance FY26-27 Line 32	26 27	4000	5820	53806		639,703.08	639,703.08

**Requisition Total** \$ 4,515,549.72

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order) :

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order) :

This will adjust the costs associated with the maintenance in the County Finance software as specified on the above lines. Please return the PO to ETSB to send to the vendor.

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order) :



**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: Aug 6, 2024

File ID #: \_\_\_\_\_

Purchase Order #: 950900/1914-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: Intergraph dba Hexagon	Vendor #: 25029

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

Recommendation for Change Order #29 to Hexagon Safety & Infrastructure PO 950900/1914-1 to allow for a change in the maintenance costs from a 3% increase annually to a 1.5% increase annually in years 3, 4 and 5 of the contract Restatement approved in Change Order #19, resulting in a reduction of \$94,040.28. Total amount of Restatement: \$10,771,934 adjusted to \$10,677,893.72, for a new contract amount of \$22,477,706.78.

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

DuPage ETSB negotiated the reduced rated for both CAD and RMS services. Additionally, based on the audit of services, certain licensing errors were adjusted to correct costs attributed to RMS to be correctly attributed to CAD. The negotiation began to consider licensing options for RMS with a reduction of users in FY25 and through the end of the contract in FY27 for RMS. The renegotiation allows ETSB and the participants in the PRMS Consortium the ability to fiscally plan based on the impact of fluctuating fees caused by greater than normal reductions in the user base. The IGA for the RMS Consortium has a user-based cost formula. The working of the Hexagon contract has been redesigned to reflect this process and stabilize costs for those who remain with the consortium.

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

This is a change order to adjust fees and existing services from an original contract, as such, no vetting is needed.

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

1. Approve Change Order #29 to allow for this First Amendment to the Restatement Agreement.
2. Deny Change Order #29.

**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.

In 2022, a Restatement was executed as Change Order #19 which increased the contract value by \$10,771,934, bringing the contract total amount to \$22,545,707.22. Since the Restatement, change orders have been executed in the amount of \$26,039.84 for a current contract amount of \$22,571,747.06. This renegotiation of maintenance in the amount of \$4,515,549.72 for FY25-27 results in a decrease in the amount of \$94,040.28.



**FIRST AMENDMENT TO THE RESTATED AGREEMENT**

This First Amendment (the “Amendment”) to that certain Restated Agreement by and between Intergraph Corporation (“Hexagon”) and the Emergency Telephone System Board of DuPageCounty, Illinois (“ETSB” or “Customer”) dated March 9, 2022 (the “Agreement”) is made and entered into as of the Effective Date.

**RECITALS**

**WHEREAS**, ETSB AND Hexagon entered into the Agreement;

**WHEREAS**, under the Agreement, ETSB and Hexagon contracted for Hexagon to provide Maintenance Services on specified Covered Products under Order 1;

**WHEREAS**, the annual price for the Maintenance Services comprising Order 1 increased at the rate of 3% year over year for like Covered Products;

**WHEREAS**, ETSB seeks to have the remaining years of Maintenance Services under Order 1 increase at a rate of 1.5% for like Covered Products and Quantities;

**WHEREAS**, ETSB seeks to clarify its rights to relinquish Software Products and reduce the Covered Products maintained under Order 1; and

**WHEREAS**, the Parties desire to amend the Agreement to accomplish thesegoals, among others

**NOW THEREFORE**, for and inconsideration of the mutual promises of the Parties contained in this Restatement, ETSB and Hexagon agree as follows:

1. All capitalized terms in this Amendment shall have the same meaning as provided in the Master Terms except as may be otherwise defined herein.
2. The pricing for Order 1 as reflected in the Agreement shall be replaced by the pricing set forth in the table below. Each year shall be denoted as a distinct Order as documented below. The fee for the Maintenance Services is for the Software listed in Attachment A. Provided there is not a change in the types and quantities of Software listed in Attachment A, the Customer’s pricing for Maintenance Services shall be:

<b>UPDATED MAINTENANCE ORDERS AND PRICING</b>				
Period	Order #	Fee	CAD portion	RMS portion
July 1, 2024- June 30, 2025	7	\$1,480,235.07	\$863,198.16	\$617,036.91
July 1, 2025- June 30, 2026	8	\$1,504,937.73	\$876,306.21	\$628,631.52
July 1, 2026- June 30, 2027	9	\$1,530,376.92	\$890,673.84	\$639,703.08

3. A listing of the Covered Products for which Maintenance Services are being provided under Orders 6, 7, and 8 is listed within Attachment A, which is incorporated by reference herein, along with other details pertinent to this Order.
4. To the extent ETSB purchases Hexagon Software Products (excluding Third Party Software) with first year maintenance from Hexagon during the remaining Term of the Agreement, then each subsequent year of Maintenance Services (after the first year) shall increase no greater than 1.5% per year.

5. Through this Amendment, the Parties affirm ETSB has the right to relinquish its ownership of Software Products to thereby reduce fees for subsequent years of Maintenance Services. To relinquish and reduce the Covered products on Maintenance, the Parties shall adhere to the framework described in Section 8.2 of Exhibit B the Hexagon Master Terms, which were set forth in Attachment G of the Agreement.

**AGREED TO BY:**

**EMERGENCY TELEPHONE SYSTEM BOARD  
OF DUPAGE COUNTY, ILLINOIS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**INTERGRAPH CORPORATION**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## ATTACHMENT A

### List of Covered Products

Part Number	Description	Qty
7JQ-00261-US	MSFT SQLServer EE w. SA (US Government ONLY) - 2 cores	3
7JQ-01060C	Exchange SQL SVR 2012 EE RT for 2016 EE Full-Use	44
7JQ-01642	Microsoft SQL Server 2019 Ent Edition Full-Use - 2 Core Pack	24
EFCUSTOM16	NIBRS Export Interface	1
EFCUSTOM16	FUSUS Xalt Interface	1
EFCUSTOM16	Xalt Custom Interface for Tablet Command	1
ESCROW	Annual Software Escrow Fee	1
GSPX5006C	I/Incident Analyst CC w/GeoMedia Advantage CC	1
IPS0001HA	I/Executive for High Availability	1
IPS0001HABCK	I/Executive for High Availability - Backup License	1
IPS0001HATST	I/Executive for High Availability - Test License	1
IPS0002	I/Dispatcher CC	50
IPS0002A	I/Dispatcher CC - Surge License	25
IPS0002BCK	I/Dispatcher CC - Backup License	50
IPS0002TST	I/Dispatcher CC - Test License	30
IPS0004	I/Informer CC	1
IPS0004BCK	I/Informer CC - Backup License	2
IPS0004TST	I/Informer CC - Test License	1
IPS0009	I/Mobile Data Terminal NL	3
IPS0009MRC	I/MDT for Intergraph Mobile Responder- Comp	1
IPS0009RDT	I/Mobile Data Terminal NL - Redundant License	3
IPS0009TST	I/Mobile Data Terminal NL - Test License	1
IPS0012	I/Page NL	1
IPS0012BCK	I/Page NL - Backup License	2
IPS0012RDT	I/Page NL - Redundant License	1
IPS0015	I/Tracker - I/CAD NL	3
IPS0015MRC	I/Tracker NL for Intergraph Mobile Responder- Comp	1
IPS0015RDT	I/Tracker - I/CAD NL - Redundant License	3
IPS0015TST	I/Tracker - I/CAD NL - Test License	1
IPS0018	I/Telephone Device for Deaf - Zetron NL	1
IPS0018BCK	I/Telephone Device for Deaf - Zetron NL - Backup License	2
IPS0018RDT	I/Telephone Device for Deaf - Zetron NL - Redundant License	1
IPS0035NC	I/Backup - (No Charge)	1
IPS0042I	I/NetViewer CC	100
IPS0042I	I/NetViewer CC	200
IPS0042IBCK	I/NetViewer CC - Backup License	300
IPS0042ITST	I/NetViewer CC - Test License	5

IPS0045I	I/NetDispatcher CC	25
IPS0045IBCK	I/NetDispatcher CC - Backup License	25
IPS0045ITST	I/NetDispatcher CC - Test License	5
IPS0048	I/FRMS-CADlink CC	1
IPS0051	I/CADLink CC	1
IPS0051BCK	I/CADLink CC - Backup License	1
IPS0051RDT	I/CADLink CC - Redundant License	1
IPS0051TST	I/CADLink CC - Test License	1
IPS0065	I/Deccan LiveMUM Interface NL	1
IPS0065TST	I/Deccan LiveMUM Interface NL - Test License	1
IPS0080	Mobile for Public Safety CC	875
IPS0080BCK	Mobile for Public Safety CC - Backup License	875
IPS0080TST	Mobile for Public Safety CC - Test License	200
IPS0082	Map Administration Utility CC	1
IPS1122	HxGN OnCall Dispatch - Advantage CC	1
IPS1128	ProQA Paramount I/CAD Interface CC	25
IPS1128BCK	ProQA Paramount I/CAD Interface CC - Backup License	25
IPS1128TST	ProQA Paramount I/CAD Interface - Test License	25
IPS1168C	I/Incident Analyst CC w/GeoMedia Advantage CC	1
IPS1184	I/Map Editor for ArcGIS CC	1
IPS2043	HxGN OnCall Records - Xalt Interface	1
IPS2043BCK	HxGN OnCall Records - Xalt Interface - BCK	2
IPS2043RDT	HxGN OnCall Records - Xalt Interface - RDT	1
IPS2043TST	HxGN OnCall Records - Xalt Interface - TST	1
IPS21006C	Intergraph Business Intelligence Direct - CAD Bundle 10 NUL	1
IPS21006TSTC	Intergraph Business Intelligence Direct - CAD Bundle 10 NUL	1
IPS21048C	Intergraph Business Intelligence Direct - CAD Bundle 10 NUL	1
IPS21179C	Intergraph Business Intelligence Direct - CAD Bundle 10 NUL	1
IPS2304C	HxGN OnCall Analytics - Records Essentials NL 4 Core Comp	1
IPS2304TSTC	HxGN OnCall Analytics - Records Essentials NL 4 CoreTSTComp	1
IPS3042	Xalt - Integration Runtime Engine NL	2
IPS3042ADD	Xalt - Integration Runtime Engine NL - Additional License	2
IPS3042ADD-BCK	Xalt - Integration Runtime Engine NL - Additional Lic - BCK	4
IPS3042ADD-RDT	Xalt - Integration Runtime Engine NL - Additional Lic - RDT	2
IPS3042-BCK	Xalt - Integration Runtime Engine NL - Backup License	4
IPS3042DEV	Xalt - Integration Developer Engine NL	1
IPS3042-RDT	Xalt - Integration Runtime Engine NL - Redundant License	2
IPS3042-TST	Xalt - Integration Runtime Engine NL - Test License	2
IPS3204	Intergraph Mobile Responder Client CC - I/CAD	95
IPS3204BCK	Intergraph Mobile Responder Client CC - I/CAD - Backup	95
IPS3204TST	Intergraph Mobile Responder Client CC - I/CAD - Test	95

IPS3206	Intergraph Mobile Responder Server CC - I/CAD	1
IPS5008	HxGN OnCall Records - Mobile Field Reporting	350
IPS5008	HxGN OnCall Records - Mobile Field Reporting	75
IPS5008BCK	HxGN OnCall Records - Mobile Field Reporting - BCK	200
IPS5008BCK	HxGN OnCall Records - Mobile Field Reporting - BCK	150
IPS5008BCK	HxGN OnCall Records - Mobile Field Reporting - BCK	75
IPS5008TST	HxGN OnCall Records - Mobile Field Reporting - TST	1
IPS5008TST	HxGN OnCall Records - Mobile Field Reporting - TST	349
IPS5008TST	HxGN OnCall Records - Mobile Field Reporting - TST	75
IPSCUSTOM04	Custom Services for I/Informer to State and LEADS/NCIC Messa	1
IPSCUSTOM04	CAD EdgeFrontier Custom Interface for Call Stacking/Queuing	1
IPSCUSTOM04	Custom Services for additional I/Informer Queries to State M	1
IPSCUSTOM04	I/Informer Nested Queries (IPSCADCUST-22)	1
IPSCUSTOM04	Informer Transactions for Mobile Responder (IPSCADCUST-7)	1
IPSCUSTOM04	Smart 911 Interface (IPSCADCUST-6)	1
IPSCUSTOM04	Smart 911 Interface - Per additional PSAP/Connection (IPSCAD	2
IPSCUSTOM04	State Attorney RMS Report Printout (new)	1
IPSCUSTOM04	CAD Interface for Purvis FSA(new)	1
IPSCUSTOM04	Motorola P25 Interface PLT (PSA1017)include custom inter&svc	1
IPSCUSTOM04	CAD Interface for Security Info Sys(SIS) Alarm	1
IPSCUSTOM04	XML TO Clipboard Parsing for WebRMS/FBR (new)	1
PSA1017	ASTRO 25 CAD Xalt Interface	1
PSA2100	HxGN OnCall Records - NIBRS - Federal	1
PSA2100BCK	HxGN OnCall Records - NIBRS - Federal - Backup	1
PSA2100TST	HxGN OnCall Records - NIBRS - Federal - Test	1
PSA2110-IL	HxGN OnCall Records - NIBRS - IL	1
PSA2110-ILBCK	HxGN OnCall Records - NIBRS - IL - Backup	1
PSA2110-ILTST	HxGN OnCall Records - NIBRS - IL - Test	1
RMS0016	HxGN OnCall Records - Server CC License	1
RMS0016BCK	HxGN OnCall Records - Server CC License - Backup License	2
RMS0016RDT	HxGN OnCall Records - Server CC License - Redundant License	1
RMS0016TST	HxGN OnCall Records - Server CC License - Test License	1
RMS0017	HxGN OnCall Records - Concurrent User 3.7	500
RMS0017BCK	HxGN OnCall Records - Concurrent User - BCK License	300
RMS0017BCK	HxGN OnCall Records - Concurrent User - BCK License	150
RMS0017TST	WebRMS Concurrent User License - Test License	350
RMS0017TST	HxGN OnCall Records - Concurrent User License - Test License	500
RMSCUSTOM15	FBI/NIBRS Submission (RMS) (IPSRMSCUST-14)	1
RMSCUSTOM15	RMS EdgeFrontier Customization for DuPage Court System (DUCS	1
RMSCUSTOM15	RMS EdgeFrontier Customization for LiveScan interface (RMS)	1
RMSCUSTOM15	RMS EdgeFrontier Customization for Motorola Offend. interfa	1

RMSCUSTOM15	RMS EdgeFrontier Customization for State's Attorney's Office	1
RMSCUSTOM15	RMS EdgeFrontier Customization for LiveScan (Additional Syst	4
RMSCUSTOM15	RMS Customization for Illinois State Specific UCR Reports	1
RMSCUSTOM15	State NIBRS Rules Validations	1
RMSCUSTOM16	RMS to I/Informer for LEADS/NCIC Queries (IPSRMSCUST-16)	1
RMSCUSTOM17	InRMS EdgeFrontier Customization for BEAST Interface (RMS)"	1
RMSCUSTOM17	RMS EdgeFrontier Customization for APS Virtual Partner 2 int	1
THRDSW001	Clevest NIBRS Product	1





PRMS Requisition \$30,000 and over

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

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**File #:** PRMS-P-0001-24

**Agenda Date:** 8/14/2024

**Agenda #:** 6.D.

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AWARDING RESOLUTION ISSUED TO  
DELTAWRX LLC  
FOR RFP SERVICES FOR THE  
POLICE RECORDS MANAGEMENT SYSTEM  
(CONTRACT TOTAL AMOUNT \$373,512.52  
PRMS/DUJIS TOTAL AMOUNT: \$192,269.36)

WHEREAS, an agreement for professional services not subject to competitive bidding per 55 ILCS 5/5-1022(c) has been negotiated in accordance with 2-353(1)(b) of the DuPage County Purchasing Ordinance; and

WHEREAS, the PRMS Oversight Committee is authorized and empowered to issue a contract to DeltaWRX, LLC, to develop an RFP, evaluate responses, participate in the selection and in contract negotiations for the Police Records Management System in the amount of \$192,269.36, for the period of August 27, 2024 through August 26, 2027; and

WHEREAS, the contract total amount is \$373,512.52 and DuJIS / PRMS shall be responsible for \$192,269.36 and the Emergency Telephone System Board shall be responsible for \$18,243.16.

NOW, THEREFORE BE IT RESOLVED, that said contract to develop an RFP, evaluate responses, participate in the selection and in contract negotiations for the Police Records Management System in the amount of \$192,269.36, for the period of August 27, 2024 through August 26, 2027 for DuJIS / PRMS, be, and it is hereby approved for the issuance of a contract by the Procurement Division to DeltaWRX, LLC, 21700 Oxnard Street, Suite 830, Woodland Hills, CA 91367, for a DuJIS / PRMS amount of \$192,269.36, for a contract total amount of \$373,512.52.

Enacted and approved this 27th day of August, 2024, at Wheaton, Illinois.

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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

<b>SECTION 1: DESCRIPTION</b>			
<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 24-2128	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$192,269.36
COMMITTEE: POLICE RECORDS MANAGEMENT SYSTEM	TARGET COMMITTEE DATE: 08/14/2024	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$192,269.36
	CURRENT TERM TOTAL COST: \$192,269.36	MAX LENGTH WITH ALL RENEWALS: THREE YEARS	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: DeltaWRX, LLC	VENDOR #: 10512	DEPT: IT - PRMS Division	DEPT CONTACT NAME: Don Ehrenhaft
VENDOR CONTACT: Brian Hundson	VENDOR CONTACT PHONE: 818-227-9300	DEPT CONTACT PHONE #: 630-407-5014	DEPT CONTACT EMAIL: Don.Ehrenhaft@dupagecounty.gov
VENDOR CONTACT EMAIL: bhudson@deltawrx.com	VENDOR WEBSITE: deltaxrx.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.). Recommendation for approval of Purchase Order 924013 to DeltaWRX, LLC to develop the RFP, evaluate responses, participate in the selection and in the contract negotiations for the Police Records Management System (PRMS). Total amount for PRMS is \$192,269.36.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished PRMS is preparing an RFP for a Police Records Management System (PRMS) to potentially replace the current system which is contracted until June 30, 2027. PRMS recommends engaging DeltaWRX for review of the document for industry best practices.			

<b>SECTION 2: DECISION MEMO REQUIREMENTS</b>	
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.
OTHER PROFESSIONAL SERVICES (DETAIL SELECTION PROCESS ON DECISION MEMO)	

<b>SECTION 3: DECISION MEMO</b>	
SOURCE SELECTION	Describe method used to select source. DeltaWRX was originally contracted by the ETSB for consulting services to develop a county wide RFP for CAD and ancillary services for the DuPage Justice Information System (DuJIS) in 2016. DeltaWRX has extensive knowledge of DuPage County's public safety system and provides an objective third party review from a national consulting service specializing in public safety contracts with historical knowledge of the Hexagon/ DuPage ETSB relationship and DuPage ETSB goals for 9-1-1 services. DeltaWRX has provided a 15% discount for customer loyalty.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1. Approve this contract to allow for consultant participation in the PRMS RFP. 2. Deny this contract and do not allow for outside service through DeltaWRX.

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<b>JUSTIFICATION</b>	Select an item from the following dropdown menu to justify why this is a sole source procurement.
<b>NECESSITY AND UNIQUE FEATURES</b>	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.
<b>MARKET TESTING</b>	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.
<b>AVAILABILITY</b>	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: DeltaWRX, LLC	Vendor#: 10512	Dept: IT	Division: DuJIS
Attn: Brian Hudson	Email: bhudson@deltawrx.com	Attn: Sarah Godzicki	Email: ITAP@dupagecounty.gov
Address: 21700 Oxnard Street, Suite 830	City: Woodland Hills	Address: 421 N. County Farm Road	City: Wheaton
State: CA	Zip: 91367	State: IL	Zip: 60187
Phone: 818-227-9300	Fax:	Phone: 630-407-5037	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: SAME AS ABOVE	Vendor#:	Dept: IT	Division: DuJIS
Attn:	Email:	Attn: Don Ehrenhaft	Email: Don.Ehrenhaft@dupagecounty.gov
Address:	City:	Address: 421 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5014	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Aug 27, 2024	Contract End Date (PO25): Aug 26, 2027

**Purchase Requisition Line Details**

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Phase 1: Project Planning Meeting		4000	5830	53090		1,621.50	1,621.50
2	1	EA		Phase 1: Develop Project Steering Committee		4000	5830	53090		1,891.75	1,891.75
3	1	EA		Phase 1: Conduct Project Kickoff Meeting		4000	5830	53090		6,486.00	6,486.00
4	1	EA		Phase 1: Review Background Materials		4000	5830	53090		1,081.00	1,081.00
5	1	EA		Phase 1: Conduct Interviews and Focus Group Discussions: RMS		4000	5830	53090		34,592.00	34,592.00
6	1	EA		Phase 1: Develop Scoping Strategy for Procurement		4000	5830	53090		16,215.00	16,215.00
7	1	EA		Phase 2: Document Functional Requirements		4000	5830	53090		11,891.00	11,891.00
8	1	EA		Phase 2: Review and Finalize Functional Requirements		4000	5830	53090		17,296.00	17,296.00
9	1	EA		Phase 2: Develop RFP		4000	5830	53090		12,972.00	12,972.00
10	1	EA		Phase 2: Release RFP		4000	5830	53090		3,243.00	3,243.00
11	1	EA		Phase 2: Identify an Evaluation Team		4000	5830	53090		1,081.00	1,081.00
12	1	EA		Phase 2: Prepare Evaluation Plan		4000	5830	53090		4,324.00	4,324.00
13	1	EA		Phase 3: Assist with Proposal Evaluation		4000	5830	53090		23,782.00	23,782.00
14	1	EA		Phase 3: Facilitate Vendor Demonstrations		4000	5830	53090		19,458.00	19,458.00
15	1	EA		Phase 3: Facilitate Reference Checks and Site Visits		4000	5830	53090		6,486.00	6,486.00
16	1	EA		Phase 3: Analyze Cost Proposals		4000	5830	53090		10,810.00	10,810.00
17	1	EA		Phase 3: Assist with Recommendation of Most Qualified System Provider		4000	5830	53090		8,648.00	8,648.00
18	1	EA		Phase 4: Develop Contract Negotiation Team		4000	5830	53090		3,243.00	3,243.00
19	1	EA		Phase 4: Develop Contract Negotiation Strategy		4000	5830	53090		8,648.00	8,648.00
20	1	EA		Phase 4: Assist with Contract Negotiations		4000	5830	53090		32,430.00	32,430.00
21	1	EA		Customer Loyalty Discount						-33,929.89	-33,929.89

**FY is required, ensure the correct FY is selected.**

Requisition Total \$ 192,269.36

<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 & Don Ehrenhaft and copy both on all vendor communications.
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  
On Behalf of PRMS Oversight Committee  
and DuPage ETSB**

**Proposal to Provide:  
CAD/RMS RFP Development Consultant Services**

**May 8, 2024**



**DELTAWRX**  
management consultants



**DELTA WRX**  
management consultants

21700 Oxnard Street, Suite 830  
Woodland Hills, California 91367  
(818) 227-9300 📞  
(818) 227-9301 📠  
[bhudson@deltawrx.com](mailto:bhudson@deltawrx.com)

May 8, 2024

Mr. Anthony McPhearson  
Chief Information Officer for the  
PRMS Oversight Committee  
of DuPage County  
421 County Farm Road  
Wheaton, IL 60187

Ms. Linda Zerwin  
Executive Director  
Emergency Telephone System Board  
of DuPage County  
421 County Farm Road  
Wheaton, IL 60187

DELTA WRX is pleased to submit our proposal to provide consulting services to assist DuPage County, on behalf of the PRMS Oversight Committee and ETSB, with efforts to potentially replace its current Computer Aided Dispatch (CAD) System and Records Management System (RMS).

Based on our long history of working with the County and our extensive experience in the public safety marketplace, we believe that we are well positioned to provide outstanding services to the PRMS Oversight Committee and ETSB. As further described in our proposal, we are offering a customer loyalty 15% discount from our anticipated fees as an appreciation for the County being a longtime customer of DELTA WRX. If chosen to assist with this project, Michael Galvin and I will remain your consultants, ensuring continuity with our past engagements.

As always, feel free to contact Michael Galvin at (631) 697-1410 or me at (213) 247-2243 if you have any questions or would like to further discuss our proposed approach. We look forward to further discussing this opportunity with you.

Very truly yours,

**Signature on File**

Brian Hudson  
Partner

**Proposal to Provide  
CAD/RMS RFP Development Consultant Services**

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**Professional Fees ..... 7**

## Proposed Scope of Services

DELTAWRX developed the following workplan based on our previous experience with the County as well as our experience in completing similar projects. Please note that tasks fall into three categories: CAD specific tasks; RMS specific tasks; and Shared Tasks (i.e., impacts both CAD and RMS equally). When reviewing each task, if the task is not a Shared Task, either CAD or RMS is directly referenced in the Task title as well as the proposed fee sheet.

### Phase 1 – Needs Assessment

**Task 1 - Project Planning Meeting** – To initiate the project, DELTAWRX will facilitate a meeting to finalize the work plan, develop a project communications plan, establish a cadence for project meetings and discuss constraints and risks that could affect project outcomes. During this meeting, we will review our understanding of the existing CAD and RMS environment and confirm that we have a complete list of all project stakeholders and other affected entities to which DELTAWRX should reach out during interviews.

**Task 2 - Develop Project Steering Committee** – Given the involvement of multiple PSAPs and law enforcement agencies across the region, establishing a Project Steering Committee at the project's outset is imperative to offer guidance and direction. The Project Steering Committee will play a pivotal role in gathering feedback from relevant subject matter experts, organizing meetings both internally and externally, and offering guidance regarding the scope of the procurement, including functionality and interfaces. Moreover, the Committee will be tasked with reviewing DELTAWRX deliverables and providing feedback, as necessary.

**Task 3 - Conduct Project Kickoff Meeting** – DELTAWRX will host a project kickoff meeting involving the Project Team and other pertinent stakeholders. We strongly advise extending invitations to leadership representatives from affected agencies, command staff, system administrators, and other critical stakeholders to foster understanding of project objectives, drivers, and team member roles. During the workshop, we will examine our work plan, deliverables, and project timeline, addressing project logistics as needed. Additionally, the workshop will serve as a platform for open dialogue, allowing project stakeholders to share insights and set expectations regarding desired project outcomes.

**Task 4 - Review Background Materials** – DELTAWRX will review any available documentation that provides background information or context for the project. In addition to these items, we will review any other materials that project stakeholders believe may provide additional insight into the current environment.

**Task 5 - Conduct PSAP Facilities Tour and Interviews: CAD** – Input from key stakeholders is important for clearly understanding PSAP needs, determining immediate and long-term end-user needs and generating buy-in among project stakeholders. As such, DELTAWRX will conduct a series of interviews at each PSAP, meeting with executive leadership, supervisors, managers, and telecommunicators. In addition, we will facilitate a focus group discussion with executive leadership



from participating agencies at each PSAP to ensure we gain an understanding of field level expectations regarding a new CAD application.

**Task 6 - Conduct Interviews and Focus Group Discussions: RMS** – Input from key stakeholders is important for clearly understanding participating agency needs, determining immediate and long-term end-user needs and generating buy-in among project stakeholders. As such, DELTAWRX will conduct individual and group interviews with representatives from the County, the PRMS Oversight Committee, as well as participating agencies. We propose to facilitate multiple operational area focused sessions in a focus group format bringing together subject matter experts from all interested agencies. We would facilitate targeted discussions with representation across multiple agencies on topics such as report writing, property and evidence, case management, data analysis and several others.

**Task 7 - Develop Scoping Strategy for Procurement** – Based on information gathered during the previous phases, DELTAWRX will prepare a Scoping Strategy for the CAD and RMS procurement. The Scoping Strategy will address project goals, modules and interfaces to be included, as well as a tentative plan for RFP release and evaluation. We anticipate first presenting the Procurement scoping strategy to the Project Steering Committee for their initial review and feedback.

## **Phase 2 – System Requirements and RFP Development**

**Task 8 - Document Functional Requirements: CAD** – Based on our previous tasks as well as our knowledge of CAD applications currently on the market, DELTAWRX will collaborate with end-users and stakeholders to develop a set of functional requirements that the County can include in an RFP for release to prospective system providers. The Functional Requirements document will be compliant with national standards and known best practices while also reflecting the region’s unique needs and business requirements.

**Task 9 - Document Functional Requirements: RMS** – Based on our previous tasks as well as our knowledge of the existing RMS market and industry best practices, DELTAWRX will collaborate with end-users and stakeholders to develop a set of functional requirements that the County can include in an RFP for release to prospective system providers. The functional requirements document will be compliant with national standards and known best practices while also reflecting the region’s unique needs and business requirements.

**Task 10 - Review and Finalize System Requirements: CAD** – As part of the requirements development process, DELTAWRX will schedule review sessions with end-users to ensure an accurate and comprehensive set of requirements is compiled. DELTAWRX will provide the County’s Project Manager with a draft set of requirements for distribution to appropriate end-users as well as a suggested schedule for the review of the different requirements sections. After facilitating the requirements review sessions, DELTAWRX will update the draft requirements based on feedback received during the review sessions and provide the County with the final requirements document that will be included in the RFP issued to prospective solution providers.

**Task 11 - Review and Finalize System Requirements: RMS** – As part of the requirements development process, DELTAWRX will schedule review sessions with end-users to ensure an

accurate and comprehensive set of requirements is compiled. DELTAWRX will provide the County's Project Manager with a draft set of requirements for distribution to appropriate end-users as well as a suggested schedule for the review of the different requirements sections. After facilitating the requirements review sessions, DELTAWRX will update the draft requirements based on feedback received during the review sessions and provide a final requirements document that will be included in the RFP issued to prospective solution providers.

**Task 12 - Develop RFP** – DELTAWRX will develop a comprehensive RFP issued instructing prospective proposers to bid on one of three options: 1) CAD, 2) RMS or 3) CAD and RMS. We will work closely with regional and participating agency stakeholders, as well as the appropriate Procurement Department, to ensure that the RFP is developed in accordance with all relevant purchasing and legal requirements. DELTAWRX will provide a draft copy of the RFP for review by the Project Team and incorporate any feedback into a final version that will be ready for release.

**Task 13 - Release RFP** – DELTAWRX will assist the County with releasing the RFP, providing guidance to prospective proposers, answering submitted questions, and facilitating a pre-proposal conference (if applicable). As appropriate, we will coordinate with the Project Team to prepare written responses to submitted questions.

**Task 14 - Identify an Evaluation Team** – Following the release of the RFP, DELTAWRX will collaborate with the Project Steering Committee and Project Team to establish an Evaluation Team comprising representatives from representative stakeholders across the region. This team will be instrumental in the proposal evaluation and selection process. DELTAWRX will offer guidance to ensure the formation of an inclusive Evaluation Team that adequately represents all stakeholders while maintaining a manageable size.

**Task 15 - Prepare Evaluation Plan** – DELTAWRX will develop an Evaluation Plan describing the evaluation criteria and outlining the process that the Evaluation Team will follow during the selection process to ensure a fair and objective system procurement. The Evaluation Plan will include written instructions describing the evaluation methodology and evaluation worksheets for the analysis of the submitted proposals. Once the Evaluation Plan is complete, DELTAWRX will conduct a workshop with the Evaluation Team to review the evaluation process, discuss ground rules for the evaluation, and review, in detail, the RFP. Please note that this task may be completed prior to the release of the RFP, depending on procurement regulations.

### **Phase 3 – Proposal Evaluation and Vendor Selection**

**Task 16 - Assist with Proposal Evaluation: CAD** – One of our primary objectives in facilitating the proposal evaluation process will be to ensure the selection is grounded in a fair and objective assessment of the proposals. DELTAWRX will develop evaluation worksheets and other pertinent materials for the Evaluation Team to use as they evaluate each response from prospective system providers. The evaluation worksheets we create will enable the team to evaluate proposals and capture comments, strengths, limitations and potential risks in a side-by-side format. DELTAWRX will also review all proposals received in response to the solicitation alongside the Evaluation Team members. Although we will not cast votes during the scoring portion of the evaluation, we will

support Evaluation Team members by providing expertise and highlighting any critical gaps between the County's requirements and vendor responses based on our independent in-depth review of the proposals.

**Task 17 - Assist with Proposal Evaluation: RMS** – One of our primary objectives in facilitating the proposal evaluation process will be to ensure the selection is grounded in a fair and objective assessment of the proposals. DELTAWRX will develop evaluation worksheets and other pertinent materials for the Evaluation Team to use as they evaluate each response from prospective system providers. The evaluation worksheets we create will enable the team to evaluate proposals and capture comments, strengths, limitations and potential risks in a side-by-side format. DELTAWRX will also review all proposals received in response to the solicitation alongside the Evaluation Team members. Although we will not cast votes during the scoring portion of the evaluation, we will support Evaluation Team members by providing expertise and highlighting any critical gaps between the County's requirements and vendor responses based on our independent in-depth review of the proposals.

**Task 18 - Facilitate Vendor Demonstrations: CAD** – DELTAWRX will assist with preparing a uniform format, agenda, and questions for vendor demonstrations, and will ensure vendor compliance with the format and agenda. We will attend the demonstrations and moderate discussions with the finalists. At the conclusion of the vendor demonstrations, we will update our evaluation worksheets to reflect any verbal or written representations made by the vendors during the demonstrations and aggregate feedback received from the Evaluation Team and region subject matter experts.

**Task 19 - Facilitate Vendor Demonstrations: RMS** – DELTAWRX will assist with preparing a uniform format, agenda, and questions for vendor demonstrations, and will ensure vendor compliance with the format and agenda. We will attend the demonstrations and moderate discussions with the finalists. At the conclusion of the vendor demonstrations, we will update our evaluation worksheets to reflect any verbal or written representations made by the vendors during the demonstrations and aggregate feedback received from the Evaluation Team and subject matter experts.

**Task 20 - Facilitate Reference Checks and Site Visits: CAD** – After system demonstrations, DELTAWRX will coordinate reference checks and site visits with existing clients of each finalist. We will help select appropriate agencies and provide a set of questions to guide the reference checks. The reference checks and site visits will include confirmation of workmanship and provide insight into potential contract negotiation issues. This process will also provide the Evaluation Team with an excellent opportunity to identify the lessons learned by their peers in other agencies.

**Task 21 - Facilitate Reference Checks and Site Visits: RMS** – After system demonstrations, DELTAWRX will coordinate reference checks and site visits with existing clients of each finalist. We will help select appropriate agencies and provide a set of questions to guide the reference checks. The reference checks and site visits will include confirmation of workmanship and provide insight into potential contract negotiation issues. This process will also provide the Evaluation Team with an excellent opportunity to identify the lessons learned by their peers in other agencies.

**Task 22 - Analyze Cost Proposals: CAD** – After the initial review of all proposals, DELTAWRX will perform a comprehensive cost analysis of each proposal from vendors the County has selected as finalists. We will examine both one-time and recurring costs for items such as application software, hardware and system software, site preparation, implementation, licensing, legacy data access, training and maintenance. We will also attempt to identify any project costs that vendors often fail to include. Our analysis will allow the Evaluation Team to compare one-time and recurring vendor costs in a line-item format. DELTAWRX will share the results of this analysis with the Evaluation Team at the appropriate time, which typically occurs after the team has completed its review of the technical proposals.

**Task 23 - Analyze Cost Proposals: RMS** – After the initial review of all proposals, DELTAWRX will perform a comprehensive cost analysis of each proposal from vendors the County has selected as finalists. We will examine both one-time and recurring costs for items such as application software, hardware and system software, site preparation, implementation, licensing, legacy data access, training and maintenance. We will also attempt to identify any project costs that vendors often fail to include. Our analysis will allow the Evaluation Team to compare one-time and recurring vendor costs in a line-item format. DELTAWRX will share the results of this analysis with the Evaluation Team at the appropriate time, which typically occurs after the team has completed its review of the technical proposals.

**Task 24 - Assist with Recommendation of Most Qualified System Provider: CAD** – At the conclusion of the proposal review process, we will work with the Evaluation Team to recommend the system provider whose solution best fits the County’s overall needs and requirements. We will prepare a Final Selection Report detailing the evaluation process, a summary of the conclusions reached at each relevant evaluation phase and document the justifications leading to the Evaluation Team’s decision.

**Task 25 - Assist with Recommendation of Most Qualified System Provider: RMS** – At the conclusion of the proposal review process, we will work with the Evaluation Team to recommend the system provider whose solution best fits the County’s overall needs and requirements. We will prepare a Final Selection Report detailing the evaluation process, a summary of the conclusions reached at each relevant evaluation phase and document the justifications leading to the Evaluation Team’s decision. As needed, we will provide formal updates to the PRMS Oversight Committee throughout the proposal evaluation process.

#### **Phase 4 – Contract Negotiations**

**Task 26 - Develop Contract Negotiation Team: CAD** – To prepare the County for contract negotiations, DELTAWRX will assist in identifying an appropriate Contract Negotiation Team. Ideally, the Team will comprise representatives from the Evaluation Team who have been involved in the project to date and are aware of the strengths and weaknesses of the selected vendor.

**Task 27 - Develop Contract Negotiation Team: RMS** – To prepare the County for contract negotiations, DELTAWRX will assist in identifying an appropriate Contract Negotiation Team.

Ideally, the Team will comprise representatives from the Evaluation Team who have been involved in the project to date and are aware of the strengths and weaknesses of the selected vendor.

**Task 28 - Develop Contract Negotiation Strategy: CAD** – After the County has established its Contract Negotiation Team, we will conduct a strategy session to discuss and finalize the overall approach to contract negotiations. We will examine regional issues, positions and interests to determine the most desired outcomes in a negotiated agreement and attempt to develop a negotiating profile for the selected vendor to understand its issues, positions and interests. Although we are not attorneys, we will provide subject matter expertise to the Team and assist in formulating negotiating strategies. We will work closely with legal and purchasing staff, whose participation in this process will be critical to its ultimate success.

**Task 29 - Develop Contract Negotiation Strategy: RMS** – After the County has established its Contract Negotiation Team, we will conduct a strategy session to discuss and finalize the overall approach to contract negotiations. We will examine regional issues, positions and interests to determine the most desired outcomes in a negotiated agreement and attempt to develop a negotiating profile for the selected vendor to understand its issues, positions and interests. Although we are not attorneys, we will provide subject matter expertise to the Team and assist in formulating negotiating strategies. We will work closely with legal and purchasing staff, whose participation in this process will be critical to its ultimate success.

**Task 30 - Assist with Contract Negotiations: CAD** – DELTAWRX will help the County negotiate contract documents, including a system implementation agreement, a maintenance and support agreement and a software license agreement, which will allow implementation of the solution within established guidelines and that contains favorable, yet fair, terms and conditions. A sound contract will minimize exposure to risk during the County's relationship with the vendor. Our philosophy is to develop as many of the implementation documents during contract negotiations as possible. At a minimum, the documents developed with the selected vendor will typically include the following: Statement of Work; Project Schedule; Payment Milestone Schedule; Pricing Sheets; Acceptance Test Plan; Performance Standards; and Data Conversion, Maintenance and Interface Control Document exhibits.

**Task 31 - Assist with Contract Negotiations: RMS** – DELTAWRX will help the County negotiate contract documents, including a system implementation agreement, a maintenance and support agreement and a software license agreement, which will allow implementation of the solution within established guidelines and that contains favorable, yet fair, terms and conditions. A sound contract will minimize exposure to risk during the County's relationship with the vendor. Our philosophy is to develop as many of the implementation documents during contract negotiations as possible. At a minimum, the documents developed with the County's selected vendor will typically include the following: Statement of Work; Project Schedule; Payment Milestone Schedule; Pricing Sheets; Acceptance Test Plan; Performance Standards; and Data Conversion, Maintenance and Interface Control Document exhibits.

## Professional Fees

Our professional fees to perform the services described in this proposal are presented in Table 1 below. At the conclusion of the table, we have included a 15% customer loyalty discount of our fees due to our longstanding relationship with the County and strong desire to remain partners on this project. Additionally, please note the following:

- Tasks highlighted in red refer to CAD specific tasks.
- Tasks highlighted in blue refer to RMS specific tasks.
- Tasks not highlighted are Shared Tasks for both CAD and RMS.
- A “Fee Breakdown” for the ETSB and PRMS Oversight Committee is provided to help assign anticipated costs by Task to each effort (CAD v. RMS).

Our fees are inclusive of all administrative, travel, report production and related expenses. It is our policy to perform the proposed services for a firm, fixed fee, and DELTAWRX will not issue change orders unless the County desires a major change to the proposed scope of work (e.g., addition of a new phase). Our firm-fixed fee approach enables our team to provide the contracted deliverables without being bound by stipulations for billable hours or travel, while providing our clients with the peace of mind that our fees will remain fixed for the duration of our engagement. We believe the flexibility and unparalleled customer service afforded by this approach outweigh the financial risk we assume.

**Table 1. Professional Fees**

Task #	Task	Total	ETSB Costs	PRMS Costs
<b>Phase 1 - Needs Assessment</b>				
1	Project Planning Meeting	\$ 3,243.00	\$ 1,621.50	\$ 1,621.50
2	Develop Project Steering Committee	\$ 3,783.50	\$ 1,891.75	\$ 1,891.75
3	Conduct Project Kickoff Meeting	\$ 12,972.00	\$ 6,486.00	\$ 6,486.00
4	Review Background Materials	\$ 2,162.00	\$ 1,081.00	\$ 1,081.00
5	Conduct PSAP Facilities Tours and Interviews: CAD	\$ 21,620.00	\$ 21,620.00	\$ -
6	Conduct Interviews and Focus Group Discussions: RMS	\$ 34,592.00	\$ -	\$ 34,592.00
7	Develop Scoping Strategy for Procurement	\$ 32,430.00	\$ 16,215.00	\$ 16,215.00
<b>Phase 1 Subtotal</b>		<b>\$ 110,802.50</b>	<b>\$ 48,915.25</b>	<b>\$ 61,887.25</b>
<b>Phase 2 - System Requirements and RFP Development</b>				
8	Document Functional Requirements: CAD	\$ 11,891.00	\$ 11,891.00	\$ -
9	Document Functional Requirements: RMS	\$ 11,891.00	\$ -	\$ 11,891.00
10	Review and Finalize Functional Requirements: CAD	\$ 17,296.00	\$ 17,296.00	\$ -
11	Review and Finalize Functional Requirements: RMS	\$ 17,296.00	\$ -	\$ 17,296.00
12	Develop RFP	\$ 25,944.00	\$ 12,972.00	\$ 12,972.00
13	Release RFP	\$ 6,486.00	\$ 3,243.00	\$ 3,243.00
14	Identify an Evaluation Team	\$ 2,162.00	\$ 1,081.00	\$ 1,081.00
15	Prepare Evaluation Plan	\$ 8,648.00	\$ 4,324.00	\$ 4,324.00
<b>Phase 2 Subtotal</b>		<b>\$ 101,614.00</b>	<b>\$ 50,807.00</b>	<b>\$ 50,807.00</b>
<b>Phase 3 - Proposal Evaluation and Vendor Selection</b>				
16	Assist with Proposal Evaluation: CAD	\$ 23,782.00	\$ 23,782.00	\$ -
17	Assist with Proposal Evaluation: RMS	\$ 23,782.00	\$ -	\$ 23,782.00
18	Facilitate Vendor Demonstrations: CAD	\$ 19,458.00	\$ 19,458.00	\$ -
19	Facilitate Vendor Demonstrations: RMS	\$ 19,458.00	\$ -	\$ 19,458.00
20	Facilitate Reference Checks and Site Visits: CAD	\$ 6,486.00	\$ 6,486.00	\$ -
21	Facilitate Reference Checks and Site Visits: RMS	\$ 6,486.00	\$ -	\$ 6,486.00
22	Analyze Cost Proposals: CAD	\$ 10,810.00	\$ 10,810.00	\$ -
23	Analyze Cost Proposals: RMS	\$ 10,810.00	\$ -	\$ 10,810.00
24	Assist with Recommendation of Most Qualified System Provider: CAD	\$ 8,648.00	\$ 8,648.00	\$ -
25	Assist with Recommendation of Most Qualified System Provider: RMS	\$ 8,648.00	\$ -	\$ 8,648.00
<b>Phase 3 Subtotal</b>		<b>\$ 138,368.00</b>	<b>\$ 69,184.00</b>	<b>\$ 69,184.00</b>
<b>Phase 4 - Contract Negotiations</b>				
26	Develop Contract Negotiation Team: CAD	\$ 3,243.00	\$ 3,243.00	\$ -
27	Develop Contract Negotiation Team: RMS	\$ 3,243.00	\$ -	\$ 3,243.00
28	Develop Contract Negotiation Strategy: CAD	\$ 8,648.00	\$ 8,648.00	\$ -
29	Develop Contract Negotiation Strategy: RMS	\$ 8,648.00	\$ -	\$ 8,648.00
30	Assist with Contract Negotiations: CAD	\$ 32,430.00	\$ 32,430.00	\$ -
31	Assist with Contract Negotiations: RMS	\$ 32,430.00	\$ -	\$ 32,430.00
<b>Phase 4 Subtotal</b>		<b>\$ 88,642.00</b>	<b>\$ 44,321.00</b>	<b>\$ 44,321.00</b>
<b>Total of All Phases</b>		<b>\$ 439,426.50</b>	<b>\$ 213,227.25</b>	<b>\$ 226,199.25</b>
<b>Customer Loyalty Discount (15%)</b>		<b>\$ 65,913.98</b>	<b>\$ 31,984.09</b>	<b>\$ 33,929.89</b>
<b>Adjusted Total</b>		<b>\$ 373,512.52</b>	<b>\$ 181,243.16</b>	<b>\$ 192,269.36</b>



# 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: Jul 29, 2024

Bid/Contract/PO #: \_\_\_\_\_

Company Name: DELTAWRX	Company Contact: Brian Hudson
Contact Phone: (213) 247-2243	Contact Email: bhudson@deltawrx.com

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature

Signature on File

Printed Name

Brian Hudson

Title

Partner

Date

Jul 29, 2024

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





# Presentation

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 24-2131

**Agenda Date:** 8/14/2024

**Agenda #:** 7.A.

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**PRMS Operations and System Costs Projections - FY 2025-FY 2027**

Fund:	Description:	FY24 Budget	FY25 Budget	FY24-FY25 (+/-) \$	FY24-FY25 (+/-) %	FY26 Projection*	FY27 Projection*
ETSB-PRMS Ops (4000-5830)	Maintenance	642,364.00	645,815.21	3,451.21	0.54%	655,502.44	0.00
ETSB-PRMS Ops (4000-5830)	Order 6: Resident System Administrator Services	149,806.50	157,297.00	7,490.50	5.00%	165,162.00	0.00
ETSB-PRMS Ops (4000-5830)	Zendesk Licensing (6.5 agents)	7,139.80	7,139.80	0.00	0.00%	7,139.80	7,139.80
ETSB-PRMS Ops (4000-5830)	Additional Maintenance for MR and NV (100)	0.00	0.00	0.00	0.00%	0.00	0.00
	Sub Total	799,310.30	810,252.01	10,941.71	1.37%	827,804.24	7,139.80
	Cost Per User	473.53	480.01	6.48	1.37%	490.41	4.23
ETSB-PRMS Ops (4000-5830)	Salary Expense	470,753.40	484,876.00	14,122.60	3.00%	499,422.28	514,404.95
ETSB-PRMS Ops (4000-5830)	Benefits	155,059.19	176,630.00	21,570.81	13.91%	181,928.90	187,386.77
ETSB-PRMS Ops (4000-5830)	DuJIS-PRMS Other Dept Costs	18,908.00	19,095.74	187.74	0.99%	19,668.61	20,258.67
	Sub Total	644,720.59	680,601.74	35,881.15	5.57%	714,631.83	722,050.39
	Cost Per User	381.94	403.20	21.26	5.57%	423.36	427.75
ETSB-Equip Repl (4000-5840)	Equipment Replacement	410,000.00	420,250.00	10,250.00	2.50%	430,756.25	441,525.16
	Total	1,054,720.59	1,100,851.74	46,131.15	4.37%	430,756.25	441,525.16
	Cost Per User	624.83	652.16			255.19	261.57
	<b>TOTALS</b>	<b>1,847,246.03</b>	<b>1,911,103.75</b>	<b>63,857.72</b>	<b>3.46%</b>	<b>1,973,192.31</b>	<b>1,170,715.35</b>
	Cost Per User	<b>1,094.34</b>	<b>1,132.17</b>	<b>37.83</b>	<b>3.46%</b>	<b>1,168.95</b>	<b>693.55</b>

\*Assumes a fixed multiplier of 3% annually for personnel and other departmental costs.

### PRMS Personnel and Administrative Costs

Owner	Account Codes	Description	FY 24	FY 25	FY 26 Projection*	FY 27 Projection*2
RMS	50000: REG SALARIES	REGULAR SALARIES - Head Count: 5	\$ 470,753.40	484,876.00	499,422.28	514,404.95
RMS	51000: Benefit Payments	Benefits	155,059.19	176,630.00	181,928.90	187,386.77
RMS	52100: DP EQUIP-SM VALUE	Computer Hardware - Staff	2,000.00	2,000.00	2,060.00	2,121.80
RMS	53020: IT PROFESSIONAL SERVICES	Consultants	0.00	-	-	-
RMS	53806: Software Licenses	Software Licenses	300.00	300.00	309.00	318.27
RMS	53500: MILEAGE EXP	Mileage Expenses	250.00	250.00	250.00	250.00
RMS	53510: TRAVEL EXP	Travel Expenses for Vendor Conference	6,258.00	6,445.74	6,639.11	6,838.29
RMS	53600: DUES & MSHIP	Dues and Memberships	100.00	100.00	100.00	100.00
RMS	53610: INSTRUCTION & SCHOOLING	Staff Development	10,000.00	10,000.00	10,000.00	10,000.00
<b>Total</b>			644,720.59	680,601.74	700,709.29	721,420.07

\*Assumes a fixed multiplier of 3% annually for personnel and other departmental costs.

**PRMS Equipment Replacement Fund**

Approximate Fund Balance: \$ 1,385,785.00

FY19	FY20	FY21	FY22	FY22	FY23	FY24	FY25	FY26	FY27	Final Amount	Diff from IGA
Yr 1	Yr 2	Yr 3	Refresh	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9		\$3,000,000.00
\$ 600,000	\$ 400,000	\$ 400,000	\$ (815,215)	\$ 400,000	\$ 400,000	\$ 410,000	<b>\$ 420,250.00</b>	\$ 430,756.25	\$ 441,525.16	\$ 3,088,316.41	\$ 88,316.41

Fiscal Year	ERF Balance	Personnel	Ops (ETSB)	Pre-reimbursement	ERF contribution	Reimbursement to ERF	Totals
FY24	\$ 1,385,785.00	\$ (630,980.18)		\$ 754,804.82	\$ 410,000.00	\$ 630,980.18	\$ 1,795,785.00
FY25	\$ 1,795,785.00	\$ (662,529.19)		\$ 1,133,255.81	\$ 420,250.00	\$ 662,529.19	\$ 2,216,035.00
FY26	\$ 2,216,035.00	\$ (695,655.65)	\$ (853,458.47)	\$ 666,920.88	\$ 430,756.25	\$ 1,549,114.12	\$ 2,646,791.25
FY27	\$ 2,646,791.25	\$ (730,438.43)	\$ (689,422.21)	\$ 1,226,930.61	\$ 441,525.16	\$ 1,419,860.64	\$ 3,088,316.41

**PRMS Agency Cost Projections - FY 2025 - FY 2027**

**Total User Count: 1688**

Agency ID	Agency Name	Users (1/01/24)	PRMS Ops (4000-5830)	PRMS Reserve (4000-5840)	FY25 Total Agency Cost:	FY26 Total Agency Cost:	*FY27 Total Agency Cost:
		<b>Cost per user:</b>	<b>\$473.53</b>	<b>\$624.83</b>	<b>\$1,132.17</b>	<b>\$1,168.95</b>	<b>\$693.55</b>
30	ADDISON PD	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
50	BENSENVILLE PD	41	\$19,414.53	\$25,618.21	\$46,418.99	\$47,927.06	\$28,435.62
60	BLOOMINGDALE PD	60	\$28,411.50	\$37,490.07	\$67,930.23	\$70,137.17	\$41,613.10
70	BURR RIDGE PD	33	\$15,626.33	\$20,619.54	\$37,361.63	\$38,575.44	\$22,887.21
80	CLARENDON HILLS PD	17	\$8,049.93	\$10,622.19	\$19,246.90	\$19,872.20	\$11,790.38
90	CAROL STREAM PD	83	\$39,302.58	\$51,861.26	\$93,970.15	\$97,023.08	\$57,564.79
100	DARIEN PD	50	\$23,676.25	\$31,241.72	\$56,608.52	\$58,447.64	\$34,677.59
110	DOWNERS GROVE PD	82	\$38,829.05	\$51,236.43	\$92,837.98	\$95,854.13	\$56,871.24
120	ELMHURST PD	96	\$45,458.41	\$59,984.11	\$108,688.36	\$112,219.47	\$66,580.97
130	DPC FOREST PRES PD	25	\$11,838.13	\$15,620.86	\$28,304.26	\$29,223.82	\$17,338.79
140	GLEN ELLYN PD	57	\$26,990.93	\$35,615.56	\$64,533.72	\$66,630.31	\$39,532.45
150	GLENDALE HEIGHTS PD	75	\$35,514.38	\$46,862.59	\$84,912.79	\$87,671.46	\$52,016.38
160	HINSDALE PD	30	\$14,205.75	\$18,745.03	\$33,965.11	\$35,068.58	\$20,806.55
170	HANOVER PARK PD	93	\$44,037.83	\$58,109.61	\$105,291.85	\$108,712.61	\$64,500.31
180	ITASCA PD	26	\$12,311.65	\$16,245.70	\$29,436.43	\$30,392.77	\$18,032.35
190	LISLE PD	44	\$20,835.10	\$27,492.72	\$49,815.50	\$51,433.92	\$30,516.28
200	LOMBARD PD	87	\$41,196.68	\$54,360.60	\$98,498.83	\$101,698.89	\$60,339.00
210	OAK BROOK PD	58	\$27,464.45	\$36,240.40	\$65,665.89	\$67,799.26	\$40,226.00
220	OAK BROOK TERRACE PD	23	\$10,891.08	\$14,371.19	\$26,039.92	\$26,885.91	\$15,951.69
230	ROSELLE PD	45	\$21,308.63	\$28,117.55	\$50,947.67	\$52,602.88	\$31,209.83
240	VILLA PARK PD	57	\$26,990.93	\$35,615.56	\$64,533.72	\$66,630.31	\$39,532.45
250	WEST CHICAGO PD	52	\$24,623.30	\$32,491.39	\$58,872.86	\$60,785.55	\$36,064.69
260	WOOD DALE PD	47	\$22,255.68	\$29,367.22	\$53,212.01	\$54,940.78	\$32,596.93
270	WINFIELD PD	20	\$9,470.50	\$12,496.69	\$22,643.41	\$23,379.06	\$13,871.03
280	WHEATON PD	97	\$45,931.93	\$60,608.94	\$109,820.54	\$113,388.42	\$67,274.52
290	WILLOWBROOK PD	28	\$13,258.70	\$17,495.37	\$31,700.77	\$32,730.68	\$19,419.45
300	WOODRIDGE PD	59	\$27,937.98	\$36,865.23	\$66,798.06	\$68,968.21	\$40,919.55
310	WARRENVILLE PD	37	\$17,520.43	\$23,118.88	\$41,890.31	\$43,251.25	\$25,661.41
320	WESTMONT PD	53	\$25,096.83	\$33,116.23	\$60,005.03	\$61,954.50	\$36,758.24
330	MERIT	6	\$2,841.15	\$3,749.01	\$6,793.02	\$7,013.72	\$4,161.31
340	DUPAGE COUNTY SHERIFF	193	\$91,390.34	\$120,593.05	\$218,508.90	\$225,607.89	\$133,855.49
350	DUPAGE COUNTY STATE'S ATTY	14	\$6,629.35	\$8,747.68	\$15,850.39	\$16,365.34	\$9,709.72
	<b>TOTALS</b>		<b>\$799,310.30</b>	<b>\$1,054,720.59</b>	<b>\$1,911,103.75</b>	<b>\$1,973,192.31</b>	<b>\$1,170,715.35</b>

\*Cost reduction after several contract obligations end in 2026



## Discussion

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 24-2180

**Agenda Date:** 8/14/2024

**Agenda #:** 8.A.

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AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE COUNTY OF DUPAGE AND THE  
VILLAGE/TOWN/CITY OF , ILLINOIS

THIS AMENDMENT made and entered into this day of \_\_\_\_\_, 2024, by and between the County of DuPage, Illinois a body corporate and politic on its own behalf and on behalf of the Emergency Telephone System Board of DuPage County ("County") and the Village/Town/City of , Illinois a municipal corporation ("Participant").

RECITALS

WHEREAS, the County has previously entered into an Intergovernmental Agreement ("IGA") with the Participant, for the procurement and maintenance of a police records management system ("PRMS"); and

WHEREAS, the term of the IGA renewed for a one (1) year term commencing May 1, 2024; and

WHEREAS, the IGA provides for the establishment of a PRMS Equipment Replacement Fund to be used to pay the costs associated with the eventual replacement of the System; and

WHEREAS, the County and the Participant desire to expand the use of the Equipment Replacement Fund to include transfers to the PRMS Operations Fund in order to pay operating costs; and

NOW, THEREFORE, in consideration of the above and conditions stated hereafter, the Parties agree to amend the IGA as follows:

1. The use of funds in Equipment Replacement Fund may be expanded to cover operating expenses in addition to system replacement and the PRMS Oversight Committee shall be permitted to transfer funds from the Equipment Replacement Fund to the PRMS Operations Fund without the restrictions enumerated in Section 2.05 of the IGA. All other requirements of Section 2.05 shall remain in full force and effect.
2. All remaining and/or previous provisions and resolutions affecting the terms of the IGA shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this \_\_\_ day of \_\_\_\_\_, 2024.

COUNTY OF DUPAGE

By:

\_\_\_\_\_  
Deborah Conroy  
Chair, DuPage County Board

EMERGENCY TELEPHONE SYSTEM BOARD  
OF DU PAGE COUNTY

\_\_\_\_\_  
Greg Schwarze, Chair

WITNESS:

\_\_\_\_\_  
Jean Kaczmarek, County Clerk

DATE: \_\_\_\_\_

VILLAGE/TOWN/CITY

By: \_\_\_\_\_

WITNESS:

\_\_\_\_\_  
DATE: \_\_\_\_\_