



DU PAGE COUNTY

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

Economic Development Committee Final Regular Meeting Agenda

Tuesday, November 21, 2023

8:30 AM

Room 3500A

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

3.A. [23-3664](#)

Economic Development Committee - Regular Meeting Minutes - October 17, 2023

4. CHAIRWOMAN'S REMARKS - CHAIR LAPLANTE

5. PUBLIC COMMENT

6. GRANT PROPOSAL NOTIFICATIONS

6.A. [23-3720](#)

GPN 060-23: Supplemental State Funding for LWIA's PY24 - Illinois Department of Commerce & Economic Opportunity - \$65,164.37. (Human Resources, Workforce Development Division)

7. PROCUREMENT REQUISITIONS

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

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

8. CHANGE ORDERS

8.A. [ED-CO-0006-23](#)

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

9. PRESENTATION

9. A. Lisa Schvach, Executive Director of workNet DuPage, will update the Committee.

10. OLD BUSINESS

11. NEW BUSINESS

12. ADJOURNMENT



Minutes

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
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File #: 23-3664

Agenda Date: 11/21/2023

Agenda #: 3.A.



DU PAGE COUNTY

Economic Development Committee

Final Summary

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

Tuesday, October 17, 2023

8:30 AM

Room 3500A

1. CALL TO ORDER

8:30 AM meeting was called to order by Chair Lynn LaPlante at 8:30 AM.

2. ROLL CALL

Member Galassi arrived to the meeting at 8:35am and was present to vote on resolutions. Member Covert arrived at 8:47am. Also present were Members Deacon-Garcia and Gustin.

Chair LaPlante made a motion to move item 7.A., DuPage Convention & Visitors Bureau Presentation, up in the agenda prior to the vote on the annual contribution. This motion was seconded by Member Rutledge, motion passes.

PRESENT	Childress, LaPlante, Rutledge, and Yoo
LATE	Covert, and Galassi

3. APPROVAL OF MINUTES

3. A. [23-3271](#)

Economic Development Committee - Regular Meeting Minutes - September 19, 2023 - Approval

Attachments: [Economic Development Committee - Regular meeting Minutes - September 19, 2023](#)

RESULT:	APPROVED
MOVER:	Lynn LaPlante
SECONDER:	Sheila Rutledge
AYES:	Childress, LaPlante, Rutledge, and Yoo
LATE:	Covert, and Galassi

4. CHAIRWOMAN'S REMARKS - CHAIR LAPLANTE

Chair LaPlante welcomed both the DuPage Convention & Visitors Bureau and Choose DuPage, and thanked them for presenting and the hard work done this past year. The Chair looks forward to continuing partnerships and the year ahead.

5. PUBLIC COMMENT

No public comments were offered.

6. RESOLUTIONS

7. A. DuPage Convention and Visitors Bureau Presentation was given at this time.

6. A. [FI-R-0237-23](#)

Service Agreement between the County of DuPage and Choose DuPage, Fiscal Years 2024 and 2025.

Attachments: [Choose DuPage Service Agreement FY24 FY25](#)
[Memo for EDC_Redacted](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Sheila Rutledge

6. B. [FI-R-0236-23](#)

Annual Financial Commitments in Support of DuPage Convention & Visitors Bureau for Fiscal Year 2023, \$50,000.

Attachments: [Memo DCVB County Request 2023_Redacted](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Sheila Rutledge

7. **PRESENTATION**

7. A. DuPage Convention & Visitors Bureau - Beth Marchetti, Executive Director

Beth Marchetti presented on the Economic impact of tourism for DuPage County in 2022, shared highlights from this years events, and discussed bids and events that will be held in DuPage in upcoming years. Questions were taken from board members.

8. **OLD BUSINESS**

No old business was discussed.

9. **NEW BUSINESS**

No new business was discussed.

10. **ADJOURNMENT**

With no further business, the meeting was adjourned at 8:55 AM.



Grant Proposal Notifications

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
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File #: 23-3720

Agenda Date: 11/21/2023

Agenda #: 6.A.



Grant Proposal Notification

GPN Number: 060-23
(Completed by Finance Department)

Date of Notification: 11/15/2023
(MM/DD/YYYY)

Parent Committee Agenda Date: 11/21/2023
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 11/21/2023
(MM/DD/YYYY)

Name of Grant: FY24 Supplemental State Funding for LWIAs

Name of Grantor: IL Dept of Commerce & Economic Opportunity

Originating Entity: _____
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: Human Resources-Workforce Development Division

Department Contact: Lisa Schvach, Director or Workforce Devt. Div (955-2066)
(Name, Title, and Extension)

Parent Committee: Economic Development

Grant Amount Requested: \$ 65,164.37

Type of Grant: Formula
(Competitive, Continuation, Formula, Project, Direct Payment, Other – Please Specify)

Is this a new non-recurring Grant: Yes No

Source of Grant: Federal State Private Corporate

If Federal, provide CFDA: _____ If State, provide CSFA: 420-30-3299



Grant Proposal Notification

1. Justify the department’s need for this grant.

The State of Illinois Fiscal Year 2024 budget includes \$5 million in General Revenue Funds for the Local Workforce Innovation Areas (LWIAs) to support workforce services provided in coordination with the Workforce Innovation and Opportunity Act (WIOA) funds. These funds will be used to support additional services as an extension of our Back to School/Back to Work initiative for parents who are returning to the workforce after a career break. Individuals in this category are often not eligible for WIOA funding.

2. Based on the County’s Strategic Plan, which strategic imperative(s) correlate with funding opportunity. Provide a brief explanation.

Imperative 5: Foster continued growth of the DuPage Economy

5.1. Ensure that DuPage County residents have the competitive skills necessary to create and maintain a high quality workforce.

The grant will allow the DuPage County Workforce Development Division to provide assistance to residents looking to reenter the workforce after a career break/gap in employment history.

3. What is the period covered by the grant?

07/01/2023 to: 06/30/2024
(MM/DD/YYYY) (MM/DD/YYYY)

3.1. If period is unknown, estimate the year the project or project phase will begin and anticipated duration:

3.1.1. _____ and _____
(MM/YY) (Duration)

4. Will the County provide “seed” or startup funding to initiate grant project? (Yes or No)

No

4.1. If yes, please identify the Company-Accounting Unit used for the funding _____

5. If grant is awarded, how is funding received? (select one):

5.1. Prior to expenditure of costs (lump-sum reimbursement upfront)

5.2. After expenditure of costs (reimbursement-based)

Grant Proposal Notification

- 9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____
10. What amount of funding is already allocated for the project? \$0.00
- 10.1. If allocated, in what Company-Accounting Unit are the funds located? _____
- 10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): No
11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? \$65,164.37



File #: ED-P-0003-23

Agenda Date: 11/21/2023

Agenda #: 7.A.

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

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

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

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

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

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

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

SECTION 2: DECISION MEMO REQUIREMENTS	
DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required. PER 55 ILCS 5/5-1022 'COMPETITIVE BIDS' (C) NOT SUITABLE FOR COMPETITIVE BIDDING
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: COMCAST BUSINESS	Vendor#: 12382	Dept: Human Resources	Division: Workforce Development
Attn: ERICA ZASPAL	Email: erica_zaspal@comcast.com	Attn: Annie Davis	Email: adavis@worknetdupage.org
Address:	City:	Address: 2525 Cabot Drive, Suite 302	City: Lisle
State:	Zip:	State: IL	Zip: 60532
Phone: (630) 824-8123	Fax:	Phone: (630) 955-2044	Fax: (630) 955-2059
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: COMCAST	Vendor#: 12382	Dept: Human Resources	Division: Workforce Development
Attn:	Email:	Attn: Annie Davis	Email: adavis@worknetdupage.org
Address: PO BOX 8587	City: PHILADELPHIA	Address: 2525 Cabot Drive, Suite 302	City: Lisle
State: PA	Zip: 19101-8587	State: IL	Zip: 60532
Phone:	Fax:	Phone: (630) 955-2044	Fax: (630) 955-2059
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Dec 1, 2023	Contract End Date (PO25): Nov 30, 2026
Contract Administrator (PO25):			

Purchase Requisition Line Details

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

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

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

Comcast Services Sales Order

**COMCAST
BUSINESS**

Sales Order ID

10486921

MSA ID

IL-374777-rlapo

Date Generated

10/17/2023

Customer Name: WorkNet DuPage - Lisle, IL

Customer Information

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

City: LISLE
State: IL
Zip: 60532

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

Summary of Comcast Business Services*

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

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

Agreement

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

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

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

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

Summary of Solution

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



Required Vendor Ethics Disclosure Statement

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

Date: Nov 13, 2023

Bid/Contract/PO #: _____

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature



Printed Name

CB Terrence Connell

Title

SVP Sales Operations

Date

Nov 13, 2023

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



Economic Development Change Order with Resolution

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

File #: ED-CO-0006-23

Agenda Date: 11/21/2023

Agenda #: 8.A.

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

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

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

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

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

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

EDC 11/21
FI+CB 11/28



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

Date: Nov 3, 2023

MinuteTraq (IQM2) ID #: _____

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

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

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

DECISION MEMO NOT REQUIRED

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

Change budget code from: Line 3 - activity code 22-681006 to: Line 3 - activity code 23-681006

Increase/Decrease quantity from: _____ to: _____

Price shows: _____ should be: _____

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

DECISION MEMO REQUIRED

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

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

OTHER - explain below: _____

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

REVIEWED BY (Initials Only)

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



Decision Memo

Procurement Services Division

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

Date: Nov 3, 2023

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

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

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

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

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

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

Strategic Impact

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

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

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

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

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

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

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

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

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

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



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

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

BUDGETARY QUOTE

Quote # 1031135442469.1
Exp: 02/28/23

5

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

Quote Prepared By: Phillip Reavis

- | | | |
|---|---|--|
| <p>1) Sales/use tax is based on the "ship to" address on your invoice. Please indicate your taxability status on your purchase order. If exempt, Customer must have an Exemption Certificate on file.</p> <p>2) If you have a question re: your tax status, please contact your Dell Software sales representative listed above.</p> <p>Shipments to California: for certain products, a State Environmental Fee of up to \$10 per item may be applied to your invoice. Prices do not reflect this fee unless noted. For more information, refer to www.dell.com/environmentalfee.</p> | <p>3) Customer's purchase is subject to Dell's Terms and Conditions of Sale found at www.dell.com, unless Customer has a separate purchase agreement with Dell.</p> <p>4) All product descriptions and prices are based on latest information available and are subject to change without notice or obligation.</p> | <p>5) All prices are based on Net 30 Terms. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable.</p> <p>5) All prices are based on Net 30 Terms. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable.</p> <p>6) Customer understands and acknowledges that all warranties, representations and returns are subject to the manufacturer, publisher or distributor guidelines.</p> |
|---|---|--|



A quote for your consideration

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

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

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

Message from your Sales Rep

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

Regards,
Phillip Reavis

Shipping Group

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

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

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

Total: \$6,853.00

OK-AD
OK-LJ

Shipping Group Details

Shipping To

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

Shipping Method

2nd Day-Charge Ground

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

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

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

Important Notes

Terms of Sale

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

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

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

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

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

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

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

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

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

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

Microsoft Enterprise Mobility & Security (EMS) Licensing Quote

⑥ *What it is*

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

⑥ *Why we need it*

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

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



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

PURCHASE ORDER

VENDOR:

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

SHIP TO:

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

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

AD20230215A-WDD

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

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

REGARDING QUOTE # 1031135442469.1

SUBTOTAL \$6,853.00

DuPage County's Tax Exempt #E99974551

SHIPPING & HANDLING \$0

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

TOTAL \$6,853.00

Annie Marie Davis

02/15/2023

AUTHORIZED BY

SIGNATURE

DATE

SIGNATURE CERTIFICATE




REFERENCE NUMBER

4ED3CC66-B5F9-4B8F-AF3C-BBB4032F9677

TRANSACTION DETAILS	DOCUMENT DETAILS
<p>Reference Number 4ED3CC66-B5F9-4B8F-AF3C-BBB4032F9677</p> <p>Transaction Type Signature Request</p> <p>Sent At 02/15/2023 16:01 CST</p> <p>Executed At 02/15/2023 16:01 CST</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum d220661c0488bd6b6addafdf12ae289180633af68ed4dd44f17c7837c300b5785</p> <p>Signer Sequencing Default</p> <p>Document Passcode Default</p>	<p>Document Name 05 Purchase Order</p> <p>Filename 05_purchase_order.pdf</p> <p>Pages 1 page</p> <p>Content Type application/pdf</p> <p>File Size 140 KB</p> <p>Original Checksum fedf45384b7edbd432567829f5bc760c72cf2111057d8bca0578f41fc2b751f5</p>

SIGNERS

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

AUDITS

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

BILL TO:

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

SHIP TO:

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

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

Invoice No: 10654117467	Customer No: 530029997391	Order No: 624509996	Page 1 of 1
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Purchase Order: AD20230215A	Sales Rep: PHILLIP_REAVIS
Payment Terms: Due 45 days from invoice date	Contract Code: C00000765005
Due Date: 04/08/2023	Customer Agreement #: CMT1176800
Invoice Date: 02/22/2023	Contract Name:
Waybill Number: MS-VIRTUAL	Shipped Via: ELECTRONIC
Order Date: 02/22/2023	

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

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

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

cheaper than what was quoted.

OK-AD OK-LS

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

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

DETACH AT LINE AND RETURN WITH PAYMENT

Invoice No: 10654117467
Customer Name: COUNTY OF DUPAGE
Customer No: 530029997391
PO No: AD20230215A
Order Number: 624509996



Make check payable / remit to :

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

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

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

0106541174670000000529450005300299973916



A quote for your consideration

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

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

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

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

Message from your Sales Rep

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

Regards,
Phillip Reavis

Shipping Group

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

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

Shipping Group Details

Shipping To

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

Shipping Method

Standard Delivery

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

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

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

10 MICROSOFT OFFICE LTSC LICENSES
 FOR CLIENT LOANER LAPTOPS.

OK-AD
 OK-LS



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

PURCHASE ORDER

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

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

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

AD20230503B-WDD

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

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

REGARDING QUOTE # 3000151397387.1	SUBTOTAL	\$2,949.70
DuPage County's Tax Exempt #E99974551	SHIPPING & HANDLING	\$0
ENTER THIS ORDER IN ACCORDANCE WITH THE PRICES, TERMS, DELIVERY METHOD, AND SPECIFICATIONS LISTED HEREIN.	TOTAL	\$2,949.70

Annie Davis

 AUTHORIZED BY

 SIGNATURE

05/03/2023

 DATE

SIGNATURE CERTIFICATE

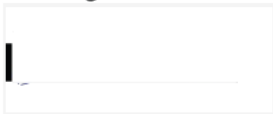


REFERENCE NUMBER

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

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

SIGNERS

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

AUDITS

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

Invoice

BILL TO:

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

SHIP TO:

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

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

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

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

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

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

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

10 Microsoft Office licenses for client-issued laptops.

OK-AD

OK-LS

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

DETACH AT LINE AND RETURN WITH PAYMENT

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



Make check payable / remit to :

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

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

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

010669791039000000294970005300299973911

SIGNATURE CERTIFICATE





REFERENCE NUMBER

F2FBD65E-A4DC-4C77-B6AF-8F89CF5AC055

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

SIGNERS

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

AUDITS

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



Required Vendor Ethics Disclosure Statement

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

Date: 9/30/2022

Bid/Contract/PO #: _____

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature _____
 Printed Name Abhinandan Tiwari
 Title Senior Analyst
 Date 30-09-2022

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