



# DU PAGE COUNTY

## Economic Development Committee

### Final Regular Meeting Agenda

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

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Tuesday, May 19, 2026

8:30 AM

Room 3500A

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1. CALL TO ORDER
2. ROLL CALL
3. CHAIRWOMAN'S REMARKS - CHAIR YOO
4. PUBLIC COMMENT
5. APPROVAL OF MINUTES
  5. A. [26-1464](#)  
Economic Development Committee - Minutes - April 21, 2026
6. PRESENTATION
  - 6.A. DuPage Convention & Visitor's Bureau - Beth Marchetti
7. PROCUREMENT REQUISITIONS
  7. A. [ED-P-0001-26](#)  
Recommendation for the approval of a contract issued to CDW Government, Inc., to purchase various IT Equipment, for Workforce Development, for the period of May 26, 2026 through November 30, 2026, for a contract total amount not to exceed \$56,281.58. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract #R-257160). (Workforce Development Division)
  7. B. [26-1476](#)  
Recommendation for the approval of a contract Western DuPage Chamber of Commerce, to Provide One-Stop Operator Services, for Workforce Development, for the period of July 1, 2026 to June 30, 2027, for a contract total amount not to exceed \$24,000. Per renewal of RFP #25-048-WIOA; first of three options to renew. (Workforce Development Division)
8. BUDGET TRANSFERS
  8. A. [26-1491](#)  
Transfer of funds from 5000-2840-50000 (Regular Salaries) to 5000-2840-50050 (Temporary Salaries), in the amount of \$70,000, to provide funds to cover Temporary Salaries during the grant period ending June 30, 2026.

8. B. [26-1502](#)

Transfer of funds from 5000-2841-53820 (Grant Services) to 5000-2841-50050 (Temporary Salaries) and 5000-2841-51030 (Employer Share Social Security), in the amount of \$30,000, to provide funds to cover Temporary Salaries, FICA, and Medicare Expenses for Work Based Learning Interns during the grant period ending June 30, 2026.

9. **INFORMATIONAL**9. A. [TE-CO-0003-26](#)

Amendment to purchase order 8319-0001 SERV, issued to Revize LLC, for annual content management system (CMS) software and hosting services, for Information Technology, to increase the contract in the amount of \$26,513, resulting in an amended contract total amount not to exceed \$109,491.

10. **OLD BUSINESS**11. **NEW BUSINESS**12. **ADJOURNMENT**



# Minutes

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

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**File #:** 26-1464

**Agenda Date:** 5/19/2026

**Agenda #:** 5. A.

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# DU PAGE COUNTY

## Economic Development Committee

### Final Summary

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

**Tuesday, April 21, 2026**

**8:30 AM**

**Room 3500A**

**1. CALL TO ORDER**

8:30 AM meeting was called to order by Chair Yeena Yoo at 8:30 AM.

**2. ROLL CALL**

Also present for the Committee meeting were Members Evans, Deacon-Garcia, and Krajewski.

<b>PRESENT</b>	Childress, Galassi, Haider, Martinez, and Yoo
<b>ABSENT</b>	Eckhoff

**3. PUBLIC COMMENT**

No public comments were offered.

**4. CHAIRWOMAN'S REMARKS - CHAIR YOO**

The Chairwoman welcomed attendees, and noted that Choose DuPage would be presenting at today's meeting.

**5. APPROVAL OF MINUTES**

5. A. [26-1108](#)

Economic Development Committee - Minutes - February 17, 2026

**Attachments:** [Economic Development Committee - Minutes - February 17, 2026](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Saba Haider
<b>SECONDER:</b>	Michael Childress

**6. INCUMBENT WORKER TRAINING**

6. A. [26-1113](#)

Crash Champions

**Attachments:** [Crash Champions](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Saba Haider

6. B. [26-1114](#)

Demeter Millwork

**Attachments:** [Demeter Millwork](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Saba Haider

6. C. [26-1115](#)

Fair Oaks Ford

**Attachments:** [Fair Oaks Ford](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Saba Haider

6. D. [26-1116](#)

GC Machining Solutions Corp.

**Attachments:** [GC Machining Solutions Corp.](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Saba Haider

6. E. [26-1117](#)

Hand & Stone Massage and Facial Spa

**Attachments:** [Hand & Stone Massage and Facial Spa](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Saba Haider

**7. BUDGET TRANSFERS**

7. A. [26-1231](#)

Transfer of funds from 5000-2841-53820 (Grant Services) to 5000-2841-50050 (Temporary Salaries), in the amount of \$48,000, to provide funds to cover Temporary Salaries during the grant period ending June 30, 2026.

**Attachments:** [Budget Transfer - Intern Salaries](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Saba Haider

**SECONDER:** Michael Childress

**8. PRESENTATION**

8. A. Greg Bedalov - Connect DuPage

Greg Bedalov, President & CEO of Choose DuPage, presented on Connect DuPage, a program designed to strengthen the local small business ecosystem by increasing supplier visibility, improving business readiness, and supporting local business-to-business connections. Mr. Bedalov outlined program goals, target markets, and recent enhancements to the initiative. Committee members had the opportunity to ask questions and engage in discussion.

**9. RESOLUTIONS**

9. A. [FI-R-0067-26](#)

Agreement between the County of DuPage and Choose DuPage for the Connect DuPage Supplier Program, in the amount of \$30,000. (ARPA Interest)

**Attachments:** [Exhibit A - Agreement](#)

**RESULT:** APPROVED AND SENT TO FINANCE  
**MOVER:** Michael Childress  
**SECONDER:** Kari Galassi

**10. OLD BUSINESS**

Lisa Schvach provided an update to the Committee on the progress of workNet’s State Supplemental Grant interns. The NxtGen team of young adults is actively engaging with local businesses to learn about various industry sectors and produce video content for their social media platforms, which has contributed to increased traffic across multiple channels. Additional updates will be provided as the initiative progresses.

**11. NEW BUSINESS**

Greg Bedalov reminded Committee members of the 16th Annual DuPage County Regional Business Outlook breakfast to be held June 4, 2026 and encouraged all members to attend.

**12. ADJOURNMENT**

With no further business, the meeting was adjourned at 8:58 am by Chair Yoo.



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**File #:** ED-P-0001-26

**Agenda Date:** 5/19/2026

**Agenda #:** 7. A.

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AWARDING RESOLUTION ISSUED TO  
CDW GOVERNMENT, INC.  
TO PURCHASE VARIOUS IT EQUIPMENT  
FOR WORKFORCE DEVELOPMENT  
(CONTRACT TOTAL AMOUNT \$56,281.58)

WHEREAS, the County of DuPage by virtue of its power set forth in the Counties Code (55 ILCS 5/1-1001 *et seq.*) is authorized to enter into this Agreement; and

WHEREAS, pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/2), the County is authorized to enter into a Joint Purchasing Agreement for various IT Equipment; and

WHEREAS, pursuant to the Intergovernmental Agreement between the County of DuPage and Sourcewell Contract #R-257160, the County of DuPage will contract with CDW Government, Inc.; and

WHEREAS, the Economic Development Committee recommends County Board approval for the issuance of a contract to CDW Government, Inc., for various IT equipment, for Workforce Development.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for various IT equipment, for Workforce Development, be, and it is hereby approved for issuance of a contract by the Procurement Division to CDW Government, Inc., 200N Milwaukee Avenue, Vernon Hills, IL 60061, for a contract total amount not to exceed \$56,281.58, per Sourcewell Contract #R-257160.

Enacted and approved 26<sup>th</sup> day of May, 2026 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#: 26-1445	RFP, BID, QUOTE OR RENEWAL #: 1CK8759	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$56,281.58
COMMITTEE: ECONOMIC DEVELOPMENT	TARGET COMMITTEE DATE: 05/19/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$56,281.58
	CURRENT TERM TOTAL COST: \$56,281.58	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD:
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: CDW Government, Inc.	VENDOR #: 10667	DEPT: HR/WDD	DEPT CONTACT NAME: Lisa Schvach/Annie Davis
VENDOR CONTACT: Thomas Sanders	VENDOR CONTACT PHONE: 866-245-8102	DEPT CONTACT PHONE #: 630-955-2044	DEPT CONTACT EMAIL: adavis1@worknetdupage.org
VENDOR CONTACT EMAIL: thomas.sanders@cdwg.com	VENDOR WEBSITE: https://www.cdwg.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.).  This procurement covers the purchase of various technology equipment for WDD staff, including laptops, docking stations, monitors, a TV and cart for conference room use, and an all-in-one desktop computer. Equipment was sourced through a cooperative agreement, but is also lowest responsible. Total procurement cost is \$56,281.58.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished  This procurement provides updated hardware capable of supporting current applications and AI-intensive tools that may be adopted in the future, while enabling the WDD to retire aging equipment and implement a streamlined single-device policy. The conference room display supports public-facing workshop delivery. The all-in-one PC will upgrade the current accessible technology workstation in the resource room for participant use, supporting equal access obligations.			

<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. COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING

<b>SECTION 3: DECISION MEMO</b>	
SOURCE SELECTION	Describe method used to select source.  Priced equipment from 3 vendors. All offer pricing through cooperative agreements, but CDW had lowest price.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).  1. Do not buy equipment 2. Select different equipment  It is our recommendation to purchase the equipment as specified. Current WDD staff equipment is underperforming relative to the demands of existing workforce tools and case management systems, with hardware limitations — including insufficient memory — that present a barrier to adopting emerging technologies, including AI-enabled tools the county is actively exploring. Replacement now positions WDD to meet current and near-term operational needs without further performance degradation.

## 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: CDW-G LLC	Vendor#: 10667	Dept: HR	Division: WDD
Attn: Thomas Sanders	Email: thomas.sanders@cdwg.com	Attn: Annie Davis	Email: adavis@worknetdupage.org
Address: 200 N. Milwaukee Avenue	City: Vernon Hills	Address: 2525 Cabot Dr. Suite 302	City: Lisle
State: Illinois	Zip: 60061	State: Illinois	Zip: 60532
Phone: 866-245-8102	Fax: 312-705-9402	Phone: 630-955-2044	Fax: 630-955-2059
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: CDW-G LLC	Vendor#: 10667	Dept: HR	Division: WDD
Attn:	Email:	Attn: Annie Davis	Email: adavis@worknetdupage.org
Address: 75 Remittance Drive, Suite 1515	City: Chicago	Address: 2525 Cabot Dr. Suite 302	City: Lisle
State: Illinois	Zip: 60675-1515	State: Illinois	Zip: 60532
Phone: 866-782-4239	Fax:	Phone: 630-955-2044	Fax: 630-955-2059
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): May 26, 2026	Contract End Date (PO25): Nov 30, 2026

**Purchase Requisition Line Details**

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA	8443437	(30) - ASUS ExpertBook B5 Laptops		5000	2840	52100	25-681006	41,221.50	41,221.50
2	1	EA	8304345	(30) - HP Thunderbolt 4 100W G6 Docking Stations		5000	2840	52100	25-681006	7,270.50	7,270.50
3	1	EA	6763787	(20) - ViewSonic Ergonomic VG2448a - 1080p IPS Monitors		5000	2840	52100	25-681006	3,116.80	3,116.80
4	1	EA	9128100	(1) - Samsung UN65M70HAF M70H Series - 65" LED-backlit LCD		5000	2840	52100	25-681006	498.19	498.19
5	1	EA	7840908	(1) - Chief Fit Mobile Cart - For 55-89 Inch Displays		5000	2840	52100	25-681006	470.20	470.20
6	1	EA	8117388	(1) - Lenovo ThinkCentre neo 50a 27 Gen 5 - all-in-one PC		5000	2840	52100	25-681006	1,689.75	1,689.75
7	1	EA	MJ3E4LL/A	(1) - Apple MacBook Pro, 14" M5		5000	2840	52100	25-681006	2,014.64	2,014.64
										<b>Requisition Total</b>	<b>\$ 56,281.58</b>

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

<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. Contact Annie Davis (630)-955-2044 or Tabassum Haleem x6145
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Do not send PO to vendor. Send to Annie Davis, who will place the order with the vendor.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



Thank you for choosing CDW. We have received your quote.

# QUOTE CONFIRMATION

### Pricing and Availability Notice

Due to ongoing supply chain challenges, some hardware manufacturers cannot guarantee product availability or pricing until the product is shipped. While we make every effort to honor quoted pricing, if a hardware manufacturer increases its price to CDW after a quote is issued or order is accepted, we may need to update your quoted price to reflect that change irrespective of any timeframes or validity periods set forth in the quote, including up to the date of shipment. In the event of a price adjustment, we will notify you prior to shipment. Any price adjustment would only occur if the hardware manufacturer increases its pricing to CDW.

**ANNIE DAVIS,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CK87S9	5/1/2026	STAFF LAPTOPS	9594881	<b>\$56,281.58</b>

### QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">ASUS ExpertBook B5 - Ultra 7 255H - Arc - 512GB SSD - 32GB RAM - Win11 Pro</a> Mfg. Part#: B5605CCA-XS76 Contract: Sourcwell-State of IL R-257160 GOV ONLY (25-448DOIT-TELEC-P-80070)	30	8443437	\$1,374.05	\$41,221.50
<a href="#">HP Thunderbolt 4 100W G6 Dock</a> Mfg. Part#: 9X472UT#ABA Contract: Sourcwell-State of IL R-257160 GOV ONLY (25-448DOIT-TELEC-P-80070)	30	8304345	\$242.35	\$7,270.50
<a href="#">ViewSonic Ergonomic VG2448a - 1080p IPS Monitor with HDMI, DisplayPort, USB</a> Mfg. Part#: VG2448A Contract: Sourcwell-State of IL R-257160 GOV ONLY (25-448DOIT-TELEC-P-80070)	20	6763787	\$155.84	\$3,116.80
<a href="#">Samsung UN65M70HAF M70H Series - 65" Class (64.5" viewable) LED-backlit LCD</a> Mfg. Part#: UN65M70HAFXZA Contract: PEPPM 2026 Catalog Agreement 549622-101 GOV ONLY (549622-101)	1	9128100	\$498.19	\$498.19
<a href="#">Chief Fit Mobile Cart - For 55-89 Inch Interactive Displays - Height Adjust</a> Mfg. Part#: RFCUB Contract: Sourcwell-State of IL R-257160 GOV ONLY (25-448DOIT-TELEC-P-80070)	1	7840908	\$470.20	\$470.20

**QUOTE DETAILS (CONT.)**

<a href="#">Lenovo ThinkCentre neo 50a 27 Gen 5 - all-in-one Core i7 13620H 2.4 GHz - 3</a>	1	8117388	\$1,689.75	\$1,689.75
Mfg. Part#: 12SB003YUS Contract: Sourcwell-State of IL R-257160 GOV ONLY (25-448DOIT-TELEC-P-80070)				
<a href="#">Apple MacBook Pro - 14" - M5 - 32 GB RAM - 1 TB SSD - Silver</a>	1	9094270	\$2,014.64	\$2,014.64
Mfg. Part#: MJ3E4LL/A Contract: PEPPM 2026 Catalog Agreement 549622-101 GOV ONLY (549622-101)				

<b>SUBTOTAL</b>	\$56,281.58
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$56,281.58</b>

**PURCHASER BILLING INFO**

**Billing Address:**  
WORKFORCE DEV. DUPAGE/WORKNET  
ACCOUNTS PAYABL  
2525 CABOT DR STE 302  
LISLE, IL 60532-3629  
**Phone:** (630) 955-2043  
**Payment Terms:** DO NOT SHIP

**DELIVER TO**

**Shipping Address:**  
WORKNET DUPAGE  
ATTN:ANNIE DAVIS  
2525 CABOT DR.  
LISLE, IL 60532  
**Phone:** (630) 955-2043  
**Shipping Method:** UPS Ground (Indy 1-2 day)

**Please remit payments to:**

CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515



**Sales Contact Info**

**Thomas Sanders** | (877) 673-2173 | [thomas.sanders@cdwg.com](mailto:thomas.sanders@cdwg.com)

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager.

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# SIGNATURE CERTIFICATE



## REFERENCE NUMBER

18E3DD01-0A66-4E3C-8482-A87D06338828

### TRANSACTION DETAILS

**Reference Number**  
18E3DD01-0A66-4E3C-8482-A87D06338828

**Transaction Type**  
Signature Request

**Sent At**  
05/04/2026 09:50:08 AM CDT

**Executed At**  
05/04/2026 10:57:13 AM CDT

**Identity Method**  
email

**Distribution Method**  
email

**Signed Checksum**  
fd12979f2a1bdde0ccbc0031b66e6db7f45bbe917479d3ad0f605d7e5a48cbe0

**Signer Sequencing**  
Disabled

**Document Passcode**  
Disabled

**eIDAS Authentication**  
Disabled

### DOCUMENT DETAILS

**Document Name**  
QUOTE: CDW, Revised Laptop

**Filename**  
01\_CDW\_Quote\_1CK87S9.pdf



**Pages**  
2 pages

**Content Type**  
application/pdf

**File Size**  
91.1 KB

**Original Checksum**  
61a0b8a302a02c3400752094490c0a41b0ca04cae321ee78ae42f6d8ffbd5f5c

## SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p><b>Name</b> Lisa Schvach</p> <p><b>Email</b> lschvach1@worknetdupage.org</p> <p><b>Components</b> 1</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945</p> <p><b>IP Address</b> 50.203.245.98</p> <p><b>Device</b> Chrome via Windows</p> <p><b>Drawn Signature</b> </p> <p><b>Signature Reference ID</b> E1C8A79E</p> <p><b>Signature Biometric Count</b> 4</p>	<p><b>Viewed At</b> 05/04/2026 10:56:54 AM CDT</p> <p><b>Identity Authenticated At</b> 05/04/2026 10:57:12 AM CDT</p> <p><b>Signed At</b> 05/04/2026 10:57:13 AM CDT</p>
<p><b>Name</b> Annie Davis</p> <p><b>Email</b> adavis@worknetdupage.org</p> <p><b>Components</b> 1</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945</p> <p><b>IP Address</b> 50.203.245.98</p> <p><b>Device</b> Microsoft Edge via Windows</p> <p><b>Drawn Signature</b> </p> <p><b>Signature Reference ID</b> F8DD9FAB</p> <p><b>Signature Biometric Count</b> 6</p>	<p><b>Viewed At</b> 05/04/2026 09:50:27 AM CDT</p> <p><b>Identity Authenticated At</b> 05/04/2026 09:50:47 AM CDT</p> <p><b>Signed At</b> 05/04/2026 09:50:47 AM CDT</p>

## AUDITS

TIMESTAMP	AUDIT
05/04/2026 09:50:08 AM CDT	workNet DuPage (it@worknetdupage.org) created document '01_CDW_Quote_1CK87S9.pdf' on Microsoft Edge via Windows from 50.203.245.98.

<b>TIMESTAMP</b>	<b>AUDIT</b>
05/04/2026 09:50:09 AM CDT	Lisa Schvach (lschvach1@worknetdupage.org) was emailed a link to sign.
05/04/2026 09:50:09 AM CDT	Annie Davis (adavis@worknetdupage.org) was emailed a link to sign.
05/04/2026 09:50:27 AM CDT	Annie Davis (adavis@worknetdupage.org) viewed the document on Microsoft Edge via Windows from 50.203.245.98.
05/04/2026 09:50:47 AM CDT	Annie Davis (adavis@worknetdupage.org) authenticated via email on Microsoft Edge via Windows from 50.203.245.98.
05/04/2026 09:50:47 AM CDT	Annie Davis (adavis@worknetdupage.org) signed the document on Microsoft Edge via Windows from 50.203.245.98.
05/04/2026 10:56:55 AM CDT	Lisa Schvach (lschvach1@worknetdupage.org) viewed the document on Chrome via Windows from 50.203.245.98.
05/04/2026 10:57:12 AM CDT	Lisa Schvach (lschvach1@worknetdupage.org) authenticated via email on Chrome via Windows from 50.203.245.98.
05/04/2026 10:57:13 AM CDT	Lisa Schvach (lschvach1@worknetdupage.org) signed the document on Chrome via Windows from 50.203.245.98.

**STATE OF ILLINOIS SOURCEWELL PARTICIPATING AGREEMENT**  
CDW Government LLC (hereinafter “Contractor”) And  
The State of Illinois (hereinafter “State” or “Participating State/  
Entity”)

25-448DOIT-TELEC-P-80070

- 1. Scope:** This Participating Agreement (“PA”) covers the Sourcewell 121923-CDWG contract (“Master Agreement”) for use by state agencies and other entities located in the State of Illinois authorized by that state’s statutes to utilize State contracts.

Contracts with the prior approval of the Illinois Chief Procurement Officer for General Services (“Illinois CPO”). Purchase Orders placed from this Participating Agreement are limited exclusively to the following products and services:

- Please see Attachment A.
- Services allowed on this contract will only be for items purchased from this contract. This ensures that products and trainings align with purchases. Applicable services will require a Statement of Work.
- Quotes are required for all orders from this Participating Addendum.

- 2. Participation:** This Master Agreement may be used by all governmental units qualified to use statewide contracts in the State of Illinois.

- 3. Participating State Modifications or Additions to Master Agreement:** The following changes are modifying or supplementing the Master Agreement terms and conditions. These modifications and additions apply only to actions and relationships within the State of Illinois. Any conflict between the terms of the Master Agreement and the terms of this PA shall be governed by the terms of this PA. Those terms that are not otherwise in conflict shall continue in full force and effect.

**3.1. Joint and Cooperative Purchasing:**

**3.1.1** The Chief Procurement Officer for General Services makes this Master Agreement along with this PA available to all governmental unit or qualified not-for-profit agencies.

“Chief Procurement Officer” means the chief procurement officer appointed pursuant to 30 ILCS 500/10- 20(a)(4).

**3.1.2** The products purchased subject to the PA shall be rendered directly to each governmental unit. “Governmental unit” means State of Illinois, any State agency as defined in Section 1- 15.100 of the Illinois Procurement Code, officers of the State of Illinois, any public authority in Illinois which has the power to tax, or any other public entity created by Illinois statute.

**3.1.3** Contractor agrees to extend all terms and conditions, specifications, and pricing or discounts specified in the Master Agreement for the items in the PA to the State and all authorized governmental units.

**3.1.4** Contractor shall bill each governmental unit or qualified not-for-profit agency separately for

its actual share of the costs of the products purchased pursuant to a Purchase Order or other similar State purchasing document such as its Basic Ordering Agreement (cumulatively referred to herein as "PO"). All terms and conditions in this PA apply with full force and effect to all purchase orders. The credit or liability of each governmental unit shall remain separate and distinct. Disputes between Contractor and governmental units or qualified not for-profit agencies shall be resolved between the affected parties.

### **3.2 Subcontractors**

**3.2.1** Will Subcontractors be utilized? Yes \_\_\_\_\_ No X

A subcontractor is a person or entity that enters into a contractual agreement with a total value of \$100,000 or more with a person or entity who has a contract subject to the Illinois Procurement Code pursuant to which the person or entity provides some or all of the goods, services, real property, remuneration, or other monetary forms of consideration that are the subject of the primary State contract, including subleases from a lessee of a State contract.

All contracts with subcontractors where the annual value of the subcontract is greater than \$50,000 must include Standard Illinois Certifications completed by the subcontractor.

**3.2.2** Please identify below subcontracts with an annual value of \$100,000 or more that will be utilized in the performance of this Contract, the names and addresses of the subcontractors, and a description of the work to be performed by each.

**3.2.3** All contracts with the subcontractors identified above must include the Standard Illinois Certifications completed

**3.2.4** If the annual value of any the subcontracts is more than \$100,000, then Vendor must provide to the State the Financial Disclosures and Conflicts of Interest for that subcontractor.

**3.2.5** If at any time during the term of the PA, Contractor adds or changes any subcontractors, Contractor will be required to promptly notify the State, in writing, of the names, addresses, and the expected amount of money that each new or replaced subcontractor will receive pursuant to the PA or any PO, together with a description of the work to be performed by the subcontractor. Any subcontracts entered into prior to award of the PA and a subsequent PO are done at the Contractor's and subcontractor's risk.

**3.2.6** Any subcontractors must include the same certifications that Contractor must make as a condition of this PA Contractor shall include in each subcontract the subcontractor certifications as shown on the Standard Subcontractor Certification form available from the State.

**3.3 Where Services are to be Performed.** All Services shall be performed in the United States. If the Contractor performs the services purchased here under in another country in violation of this provision, such action may be deemed by the State as a breach of the contract by the Contractor.

**3.4 Schedule of Work.** Any work performed on State premises shall be done during the hours designated by the State, or the State of Illinois entity that is a party to the PO and performed in a manner that does not interfere with the State and its personnel.

**3.5 Type of Pricing.** The Illinois Office of the Comptroller requires the State to indicate whether the Participating Agreement value is firm or estimated at the time it is submitted for obligation. The total value of this Participating Agreement is estimated. Contractor agrees to extend all terms and conditions, specifications, and pricing or discounts specified in the Master Agreement for the items in the PA to the State and all Participating entities. Pricing for Products sold to State shall be as set forth in the Master Agreement.

**3.6 Term.** This contracts term date begins on the last day of its execution and ends no later than 10/14/2027. No renewal options.

**3.6.1** Contractor shall not commence billable work in furtherance of the PA or any PO prior to final execution of each, except when permitted pursuant to 30 ILCS 500/20-80.

**3.7 Termination for Cause.** The State may terminate or suspend this PA or any PO, in whole or in part, immediately upon notice to the Contractor if: (a) the State determines that the actions or inactions of the Contractor, its agents, employees, or subcontractors have caused, or reasonably could cause, jeopardy to health, safety, or property, or (b) the Contractor has notified the State that it is unable or unwilling to perform the PA or any PO. Contractor shall immediately notify the State of any event that may have a material impact on Contractor's ability to perform the PA or any PO.

**3.7.1** If Contractor fails to perform to the State's satisfaction any material requirement of this PA or any PO, is in violation of a material provision of this PA or any PO, or the State determines that the Contractor lacks the financial resources to perform the PA or any PO, the State shall provide written notice to the Contractor to cure the problem identified within the period of time specified in the State's written notice. If not cured by that date, the State may either: (a) immediately terminate or suspend the PA or relevant PO(s) without additional written notice, (b) withhold payment until the default is remedied, (c) enforce the terms and conditions of the Master Agreement, PA, or PO.

**3.7.2** For termination or suspension due to any of the causes contained in this Section, the State retains its rights to seek any available legal or equitable remedies and damages.

**3.8 Termination for Convenience.** The State may, for its convenience and with thirty (30) days' prior written notice to Contractor, terminate this PA or any PO in whole or in part and without payment of any penalty or incurring any further obligation to the Contractor. The Contractor shall be entitled to compensation upon submission of invoices and proof of claim for products provided in compliance with this PA and the applicable PO(s), up to and including the date of termination.

**3.9 Availability of Appropriation.** The PA and all POs are contingent upon and subject to the availability of funds. The State, at its sole option, may terminate or suspend this PA or any PO, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor or the State reserves funds, or (3) the Agency determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations or available funds for payment. Contractor will be notified in writing of the failure of appropriation or of a reduction or decrease and the State's election to terminate or suspend, in whole or in part, as soon as practicable. Any suspension or termination pursuant to this section will be effective upon the date of the written notice unless otherwise indicated.

### **3.10 Payment Terms and Conditions.**

**3.10.1 Late Payment:** Payments, including late payment charges, will be paid in accordance with the State Prompt Payment Act and rules when applicable. 30 ILCS 540; 74 Ill. Adm. Code 900. This shall be Contractor's sole remedy for late payments by the State. Payment terms contained on Contractor's invoices shall have no force and effect. Section 23 of the Master Agreement shall have no force or effect with respect to the State.

**3.10.2 Minority Contractor Initiative:** Any Vendor awarded a contract of \$1,000 or more under Section 20-10, 20-15, 20- 25 or 20-30 of the Illinois Procurement Code (30 ILCS 500) is required to pay a fee of \$15. The Comptroller shall deduct the fee from the first check issued to Vendor under the Contract and deposit the fee in the Comptroller's Administrative Fund. 15 ILCS 405/23.9

**3.10.3 Expenses:** The State will not pay for supplies provided or services rendered, including related expenses, incurred prior to the execution of this contract by the Parties even if the effective date or the contract is prior to execution.

**3.10.4 Prevailing Wage:** As a condition of receiving payment Contractor must (i) be in compliance with the contract, (ii) pay its employees prevailing wages when required by law, (iii) pay its suppliers and subcontractors according to the terms of their respective contracts, and (iv) provide lien waivers to the State upon request. Examples of prevailing wage categories include public works, printing, janitorial, window washing, building and grounds services, site technician services, natural resource services, security guard and food services. The prevailing wages are revised by the Department of Labor and are available on the Department's official website, which shall be deemed proper notification of any rate changes under this subsection. Contractor is responsible for contacting the Illinois Department of Labor to ensure understanding of prevailing wage requirements at 217 -782-6206 or (<http://www.state.il.us/agency/idol/index.htm>).

**3.10.5 Federal Funding:** POs may be partially or totally funded with Federal funds. If federal funds are expected to be used, then the percentage of the good/service paid using Federal funds and the total Federal funds expected to be used will be provided in the award notice.

**3.10.6 Invoicing:** By submitting an invoice, Contractor certifies that the products provided meet all requirements of the PA and applicable PO, and the amount billed and expenses incurred are as allowed in the PA and PO. Invoices for products purchased, and expenses incurred through June 30 of any year must be submitted to the State no later than July 31 of that year; otherwise Contractor may have to seek payment through the Illinois Court of Claims. 30 ILCS 105/25. All invoices are subject to statutory offset. 30 ILCS 210.

**3.10.7** Contractor shall not bill for any taxes unless accompanied by proof that the State is subject to the tax. If necessary, Contractor may request the applicable Agency/University state tax exemption number and federal tax exemption information.

**3.10.8** Contractor shall invoice on a per order basis.

**3.11 Assignment.** Neither Party may assign this PA nor any PO hereunder without the prior written consent of the other Party.

**3.12 Audit and Retention of Records.** Contractor and its subcontractors shall maintain books and records relating to the performance of the contract or subcontract and necessary to support amounts charged to the State pursuant the contract or subcontract. Books and records, including information stored in databases or other computer systems. shall be maintained by the Contractor for a period of three (3) years from the later of the date of final payment under the PA or PO, or completion of the PA or any PO, and by the subcontractor for a period of three (3) years from the later of final payment under the term or completion of the subcontract. If Federal funds are used to pay contract costs, the Contractor and its subcontractors must retain their respective records for five (5) years. Books and records required to be maintained under this section shall be available for review or audit by representatives of: the State, the Auditor General, the Executive Inspector General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. Contractor and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under this PA, PO, or any subcontract for which adequate books and records are not available to support the purported disbursement. The Contractor or subcontractors shall not impose a charge for audit or examination of the Contractor's or subcontractor's books and records. 30 ILCS 600/20-65.

**3.13 Confidential Information.** Each Party, including its agents and subcontractors, to this contract may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this PA and any POs. Contractor shall presume all information received from the State or to which it gains access pursuant to this contract is confidential. Contractor information, unless clearly marked as confidential and exempt from disclosure under the Illinois Freedom of Information Act, shall be considered public. No confidential data collected, maintained, or used in the course of performance of the contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of the contract or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of the contract, in whatever form it is maintained, promptly at the end of the contract, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received in good faith from a third Party not subject to any confidentiality obligation to the disclosing Party; now is or later becomes publicly known through no breach of confidentiality obligation by the receiving Party; or is independently developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.

**3.14 Indemnification and Liability.** The Contractor shall indemnify and hold harmless the State of Illinois, its agencies, officers, employees, agents and volunteers from any and all costs, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including in-house and contracted attorneys' fees and expenses, arising out of: (a) any breach or violation by Contractor of any of its certifications, representations, warranties, covenants or agreements; (b) any actual or alleged death or injury to any person, damage to any real or personal property, or any other damage or loss claimed to result in whole or in part from Contractor's negligent performance; (c) any act, activity or omission of Contractor or any of its employees, representatives, subcontractors or agents; or (d) any actual or alleged claim that the services or goods provided under this PA or any PO infringe, misappropriate or otherwise violate any intellectual property (patent, copyright, trade secret, or trademark) rights of a third party. In accordance with Article VIII, Section I (a), (b) of the Constitution of the State of Illinois and 1973 Illinois Attorney General Opinion 78, the State may not indemnify private

parties absent express statutory authority permitting the indemnification. Neither Party shall be liable for incidental, special, consequential, or punitive damages. Except for its IP indemnity obligations stated herein, property damage or personal injury, or fraud, Contractor shall not be liable for any amount of damages in excess of the amounts paid and payable for the products giving rise to the claim.

**3.15 Insurance.** Contractor shall, at all times during the term or the PA, POs, and any renewals maintain and provide a Certificate of Insurance listing the State as additionally insured for all required bonds and insurance. Certificates may not be modified or canceled until at least thirty (30) days' notice has been provided to the State. Contractor shall provide; (a) General Commercial Liability occurrence form in amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in amount required by law. Insurance shall not limit Contractor's obligation to indemnify, defend, or settle any claims.

**3.16 Continual Performance Obligations.** Vendor shall continue to perform its obligations while any dispute concerning this Contract is being resolved unless otherwise directed by the State.

**3.17 No Waiver of Rights.** Except as specifically waived in writing, failure by a Party to exercise or enforce a right does not waive that Party's right to exercise or enforce that or other rights in the future.

**3.18 Force Majeure.** Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence, including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring Party may cancel the PA or any effected PO without penalty if performance does not resume within thirty (30) days of the declaration.

**3.19 Independent Contractor.** Contractor shall act as an independent contractor and not an agent or employee of, or joint venture with the State. All payments shall be made on that basis.

**3.20 Solicitation and Employment.** Contractor shall not employ any person employed by the State during the term or this PA or any PO to perform any work under any PO. Contractor shall give notice immediately to the State if Contractor solicits or intends to solicit State employees to perform any work under this PA or any PO.

**3.21 Compliance with the Law.** The Contractor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, orders, federal circulars and all license and permit requirements in the performance of this PA and any POs. Contractor shall be in compliance with applicable tax requirements and shall be current in payment of such taxes. Contractor shall obtain at its own expense, all licenses and permissions necessary for the performance of this contract.

- **Background Check.** Whenever the State deems it reasonably necessary for security reasons, the State may conduct, at its expense, criminal history background checks of Contractors and subcontractors, officers, employees, or agents performing services on State owned, leased or controlled property. Contractor or subcontractor shall reassign immediately any such individual who, in the reasonable opinion of the State, does not pass the background checks. The background checks shall be in compliance with all federal laws. The State further agrees as follows:

- Use of the information collected will be for the specific purpose of facilitating a background check;
- All information collected will be treated as confidential;
- The State will limit access to the information received and will properly store it in a reasonably secure manner;
- The State will promptly dispose in an appropriate manner all collected information when the purpose for which it was originally collected is no longer valid; and
- State must provide notice and consent forms. Contractors and subcontractors' officers, employees or agents performing services on state owned, leased or controlled property not consenting shall be reassigned.

However, in no event can Contractor agree to waive the rights of its employees, nor can Contractor provide the State with any information protected by law, including but not limited to Contractor's background check data.

### **3.22      Applicable Law.**

**3.22.1 Prevailing Law.** This PA and any POs shall be construed in accordance with and are subject to the laws and rules of the State of Illinois.

**3.22.2 Equal Opportunity.** The Department of Human Rights' Equal Opportunity requirements are incorporated by reference. 44 Ill. Adm. Code 750.

**3.22.3 Court of Claims; Arbitration; Sovereign Immunity.** Any claim against the State arising out of the Master Agreement, this PA, or any PO must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1. The State shall not enter into binding arbitration to resolve any dispute arising out of the Master Agreement, this PA, or any POs. The State of Illinois does not waive sovereign immunity by entering into this PA or any POs.

**3.22.4 Official Text:** The official text of the statutes cited herein is incorporated by reference. An unofficial version can be viewed at ( [www.1iqa.gov/legislation/ilcs/ilcs.asp](http://www.1iqa.gov/legislation/ilcs/ilcs.asp)).

**3.23      Antitrust Assignment.** If Contractor does not pursue any claim or cause of action it has arising under federal or state antitrust laws relating to the subject matter of the PA or any PO, then upon request of the Illinois Attorney General, Contractor shall assign to the State rights, title, and interest in and to the claim or cause of action.

**3.24      Contractual- Authority.** The Agency that signs any PO for the State of Illinois shall be the only State of Illinois entity responsible for performance and payment under such PO. When the Chief Procurement Officer or authorized designee signs in addition to an agency, they do so as approving officer and shall have no liability to Contractor. When the Chief Procurement Officer or authorized designee, or State Purchasing Officer signs a master contract on behalf of State agencies, only the Agency that places an order with the Contractor shall have any liability to Contractor for that order.

**3.25      Expatriated Entities.** Except in limited circumstances, no business or member of a unitary business group, as defined in the Illinois Income Tax Act, shall submit a bid for or enter into a contract with a State agency if that business or any member of the unitary business group is an expatriated entity.

**3.26      Notices.** Notices and other communications provided for herein shall be given in writing via electronic mail whenever possible. If transmission via electronic mail is not possible, then notices and

other communications shall be given in writing via registered or certified mail with return receipt requested, via receipted hand delivery, via courier (UPS, Federal Express or other similar and reliable carrier), or via facsimile showing the date and time of successful receipt. Notices shall be sent to the individuals who signed this contract using the contact information following the signatures. Each such notice shall be deemed to have been provided at the time it is actually received. By giving notice, either Party may change its contact information.

**3.27 Modifications and Survival.** Amendments, modifications and waivers must be in writing and signed by authorized representatives of the Parties. Any provision of this contract officially declared void, unenforceable, or against public policy, shall be ignored and the remaining provisions shall be interpreted, as far as possible, to give effect to the Parties' intent. All provisions that by their nature would be expected to survive, shall survive termination. In the event of a conflict between the State's and the Contractor's terms, conditions and attachments, the State's terms, conditions and attachments shall prevail.

**3.28 Performance Record/Suspension.** Upon request of the State, Contractor shall meet to discuss performance or provide contract performance updates to help ensure proper performance of the PA and any PO. The State may consider Contractor's performance under the POs and compliance with law and rule to determine whether to continue the PA and POs, suspend Contractor from doing future business with the State for a specified period of time, or whether Contractor can be considered responsible on specific future contract opportunities.

**3.29 Freedom of Information Act.** This PA any POs, and all related public records maintained by, provided to or required to be provided to the State are subject to the Illinois Freedom of Information Act (5 LCS 140) notwithstanding any provision to the contrary that may be found in this contract.

**3.30 Warranties for Supplies and Services.**

**3.30.1** Contractor will pass through all manufacturer warranties associated with any goods or supplies furnished under this PA which are intended for the end user. The State acknowledges that Contractor is not the manufacturer of the goods or supplies and that the only warranties offered are those of the manufacturer, not Contractor or its Affiliates. In purchasing the goods, the State rely on the manufacturer's specifications only and not on any statements or images that may be provided by Vendor or its Affiliates. Contractor warrants that the supplies furnished under this PA and any PO will:

- (a) conform to the standards, specifications, drawing, samples or descriptions furnished by the Contractor, including but not limited to all specifications attached as exhibits hereto, to any PO, or to the Master Agreement:
- (b) comply with all federal and state laws, regulations and ordinances pertaining to the manufacturing, packing, labeling, sale and delivery of the supplies; AND
- (c) be of good title and be free and clear of all liens and encumbrances.

**3.30.2** Contractor shall insure that all manufacturers' warranties transferred to the State.

**3.31** EXCEPT AS SET FORTH HEREIN, AND SUBJECT TO APPLICABLE LAW, CONTRACTOR MAKES NO OTHER, AND EXPRESSLY DISCLAIMS ALL OTHER, REPRESENTATIONS, WARRANTIES, CONDITIONS AND COVENANTS, EITHER EXPRESS OR IMPLIED (INCLUDING WITHOUT LIMITATION, ANY EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, DURABILITY, ACCURACY OR NON-INFRINGEMENT) ARISING OUT OF, OR RELATED TO, THE PURCHASED ITEMS OR THEIR PERFORMANCE OR NON-PERFORMANCE.

**3.32 Primary Contacts** The primary contact individuals for this Participating Agreement are as follows (or their named successors):

**Contractor**

Name: [REDACTED]

Telephone: [REDACTED]

**Participating Entity**

Name: [REDACTED]

Address: [REDACTED]

Telephone: [REDACTED]

**3.33 Orders.** Any Purchase Order placed by governmental units and qualified not-for-profit agencies authorized to use statewide contracts in the State of Illinois for a product and/or service available from the Master Agreement shall be deemed to be a sale under (and governed by the prices and other terms and conditions) of the Master Agreement, as modified by this PA, as well as this PA, unless the parties to the PO agree in writing that another contract or agreement applies to such order.

**3.34 Supplemental Terms.** Notwithstanding any provision to the contrary in Vendor's supplemental terms and conditions, or in any licensing agreement attached hereto:

- 3.34.2 The procuring Agency and the State do not waive sovereign immunity (including all rights provided in the State Lawsuit Immunity Act, 745 ILCS 5);
- 3.34.3 The procuring Agency and the State do not consent to be governed by the laws of any state other than Illinois;
- 3.34.4 The procuring Agency and the State do not consent to be represented in any legal proceeding by any person or entity other than the Illinois Attorney General or his or her designee;
- 3.34.5 The procuring Agency and the State do not agree to be bound by the terms and conditions contained in any click-wrap agreement, click-wrap license, click-through agreement, click-through license, end user license agreement, or any other agreement or license contained or referenced in the software or any quote provided by Vendor, except as attached to this Contract.
- 3.34.6 The procuring Agency and the State shall not indemnify Vendor or its subcontractors (including any equipment manufacturers or software companies);
- 3.34.7 Vendor shall indemnify the procuring Agency and State pursuant to the terms and conditions of the Indemnification and Liability clause of this Contract;
- 3.34.8 Vendor's liability shall be governed by the terms and conditions contained in the Indemnification and Liability clause of this Contract; and
- 3.34.9 Vendor must ensure that all information technology, including electronic information, software, systems and equipment, developed or provided under this contract complies with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at ([www.dhs.state.il.us/iitaa](http://www.dhs.state.il.us/iitaa)). 30 ILCS 587.
- 3.34.10 Vendors who hire qualified veterans and certain ex-offenders may be eligible for tax credits. 35 ILCS 5/216, 5/217. Please contact the Illinois Department of Revenue (telephone #: 217-524-4772) for information about tax credits.

**3.36 Reporting:** Pursuant to the Master Agreement (Sourcewell 121923-CDWG), Contractor shall provide quarterly usage reports in the below format. Contractor shall provide Illinois specific quarterly reports until the expiration of the term of the PA. The reporting period and submission due date shall be on the following schedule:

- Fiscal Year Quarter 1 July-September due October 31
- Fiscal Year Quarter 2 October-December due January 31
- Fiscal Year Quarter 3 January-March due April 30
- Fiscal Year Quarter 4 April-June due July 31

BidBuy Purchase Order (PO) number, time period being reported, and must include the following:

PO Line Number, Description, Quantity, Ordering Entity

The report will be sent to the following email address: [DoIT.ITPO.Communications@illinois.gov](mailto:DoIT.ITPO.Communications@illinois.gov)

## A Sample of the report is as follows:

Line Item #	Description	Quantity	Ordering Entity
1	XXXXXXXXXX	XXX	XXXXXXXXXX
2	XXXXXXXXXX	XXX	XXXXXXXXXX

**3.37 Employment Tax Credit:** Vendors who hire qualified veterans and certain ex-offenders may be eligible for tax credits. 35 ILCS 5/216, 5/217. Please contact the Illinois Department of Revenue (telephone #: 217-524-4772) for information about tax credits.

**3.38 Standard Certifications and Disclosures.** Contractor agrees to the Standard Certifications and Disclosures in FORMS B, provided in Exhibit A hereto. Contractor agrees that its Disclosures and Conflicts of Interest forms, Illinois Procurement Gateway Sections F, G and I (attached hereto as Exhibit B) are accurate and complete.

**3.39 Individual Customer.** Each State agency and governmental unit authorized to use statewide contracts in the State of Illinois, as a Participating Entity, that purchases products/services will be treated as if they were Individual Customers. Except to the extent modified by this PA, each agency and political subdivision will be responsible to follow the terms and conditions of the Sourcewell Master Agreement: and they will have the same rights and responsibilities for their purchases as the Lead State has in the Sourcewell Master Agreement, as amended by this PA. Each agency and political subdivision will be responsible for their own charges, fees, and liabilities. Each agency and political subdivision will have the same rights to any indemnity or to recover any costs allowed for their purchases. The Contractor will apply the charges to each Participating Entity individually.

The Parties to this Participating Agreement are the State of Illinois, acting through the undersigned Agency, and the Contractor. This Participating Agreement ("PA"), consisting of the signature page and numbered sections listed above and below and any attachments referenced in this Participating Agreement, constitute the entire agreement between the Parties concerning the subject matter of the Participating Agreement, and in signing the Participating Agreement, the Contractor affirms that the Certifications and if applicable the Financial Disclosures and Conflicts of Interest attached hereto are true and accurate as of the date of the Contractor's execution of the Participating Agreement. This PA supersedes all prior proposals, contracts and understandings between the Parties concerning the subject matter of the agreement. This PA, Standard Certifications, and Financial Disclosures and

Conflicts of Interest will prevail in the event of a conflict between this PA and Master Agreement. This PA can be signed in multiple counterparts upon agreement of the Parties.

**4. Piggyback and Participation Contract Terms and Conditions**

**4.1. Agency Specific Terms and Conditions**

In the event of any inconsistency or conflict between the articles, attachments, or provisions which constitute this agreement, the following descending order of precedence shall apply:

- 1. This State of Illinois Participating Addendum.
- 2. Master Agreement Number 121923-CDWG
- 3. Sourcewell Solicitation for Technology products and services

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of execution by both parties below.

**State of Illinois, acting through the  
Department of Innovation & Technology**

**CDW Government, LLC**

Name: [Redacted]

Name: [Redacted]

Signature: [Redacted]

Signature: [Redacted]

Title: [Redacted]

Title: [Redacted]

Date: 4/25/2025

Date: 04/23/2025

Reviewed as to legal clause sufficiency [Redacted] 04/24/2025

AM  
AM



## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	CDW Government LLC
CONTACT PERSON:	Thomas Sanders, Account Representative
CONTACT EMAIL:	thomas.sanders@cdwg.com

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- Yes
- No

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

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

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

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

Yes

No

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

NAME	PHONE	EMAIL

### **Section III: Violations**

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

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

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

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

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

[https://www.dupagecounty.gov/government/departments/finance/procurement/procurement\\_ordinance\\_and\\_guiding\\_principles.php](https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php)

### **Section IV: Certification**

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

Printed Name: Freda Hill

Signature: 

Title: Sr Mgr Proposals

Date: 5/12/2026



## Economic Development Requisition under \$30,000

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

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**File #:** 26-1476

**Agenda Date:** 5/19/2026

**Agenda #:** 7. B.

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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#: 26-1461	RFP, BID, QUOTE OR RENEWAL #: 25-048-WIOA	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$24,000.00
COMMITTEE: ECONOMIC DEVELOPMENT	TARGET COMMITTEE DATE: 05/19/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$96,000.00
	CURRENT TERM TOTAL COST: \$24,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Western DuPage Chamber of Commerce	VENDOR #: 23042	DEPT: HR/WDD	DEPT CONTACT NAME: Amy Everett
VENDOR CONTACT: David J. Sabbathne	VENDOR CONTACT PHONE: (630)231-3003	DEPT CONTACT PHONE #: 630-955-2045	DEPT CONTACT EMAIL: aeverett@worknetdupage.org
VENDOR CONTACT EMAIL: dave@westerndupagechamber.com	VENDOR WEBSITE: www.westerndupagechamber.com	DEPT REQ #:	
<i>Overview</i>			
<p><b>DESCRIPTION</b> Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). An RFP was issued to secure proposals for a One-Stop Operator (OSO). The basic role of a OSO is to coordinate the service delivery of participating one-stop partners and service providers. The scope for this role will be to coordinate service delivery between the DuPage County Workforce Development Division (WDD) and various State and local agencies that assist jobseekers and the public. Cost of the initial term will be \$24,000, with 3 additional 1-year terms possible, bring the total of this PO and subsequent COs to \$96,000.</p>			
<p><b>JUSTIFICATION</b> Summarize why this procurement is necessary and what objectives will be accomplished. The One-Stop Operator (OSO) is a role required per the Workforce Innovation and Opportunity Act (WIOA). The OSO's role is to facilitate ongoing, consistent communication between the various partner agencies, of which the WDD is one. The OSO aims to improve service integration between the partners and works as a sort of ombudsman when needed.</p>			

<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.
RENEWAL OF RFP	

<b>SECTION 3: DECISION MEMO</b>	
SOURCE SELECTION	Describe method used to select source. RFP #25-048-WIOA
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). The recommendation is to award a contract to the Western DuPage Chamber of Commerce to fulfill the role of the OSO. Taking no action will result in the absence of a OSO, which is required by the WIOA guidelines.

### 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: Western DuPage Chamber of Commerce	Vendor#: 23042	Dept: HR	Division: Workforce Development
Attn: David J. Sabbathne	Email: team@westerndupagechamber.com	Attn: Amy Everett	Email: aeverett@worknetdupage.org
Address: 306 Main Street	City: West Chicago	Address: 2525 Cabot Drive, Suite 302	City: Lisle
State: IL	Zip: 60185	State: IL	Zip: 60532
Phone: 630-231-3003	Fax:	Phone: 630-955-2045	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Western DuPage Chamber of Commerce	Vendor#: 23042	Dept:	Division:
Attn: David J. Sabbathne	Email: team@westerndupagechamber.com	Attn:	Email:
Address: 306 Main Street	City: West Chicago	Address:	City:
State: IL	Zip: 60185	State:	Zip:
Phone: 630-231-3003	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jul 1, 2026	Contract End Date (PO25): Jun 30, 2027

**Purchase Requisition Line Details**

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		One Stop Operator 25-681006		5000	2840	53830	25-681006	24,000.00	24,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 24,000.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.
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 County of DuPage  
Finance Department  
Procurement Division, Room 3-400  
421 North County Farm Road  
Wheaton, Illinois 60187

**CONTRACT RENEWAL AGREEMENT**

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and, Western DuPage Chamber of Commerce, located at 306 Main St., West Chicago, IL 60185 hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #25-048-WIOA which became effective on 7/1/2025 and which will expire 6/30/2026. The contract is subject to the first of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 6/30/2027.

The parties now agree to renew said agreement, upon the same terms as previously agreed to, as specified in the original contract.

**THE COUNTY OF DUPAGE**

**CONTRACTOR**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

Steve Pasko  
\_\_\_\_\_  
PRINTED NAME

David Q. Sabathne  
\_\_\_\_\_  
PRINTED NAME

Buyer I  
\_\_\_\_\_  
PRINTED TITLE

President / CEO  
\_\_\_\_\_  
PRINTED TITLE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

4/29/2026



**THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
ONE STOP OPERATOR 25-048-WIOA  
BID TABULATION**

√

<b>Criteria</b>	<b>Available Points</b>	<b>Western DuPage Chamber of Commerce, Inc.</b>
Firm Qualifications	30	<b>30</b>
Key Qualifications	30	<b>29</b>
Project Understanding	20	<b>20</b>
Price	20	<b>20</b>
Total	100	<b>99</b>

Fee and Rate Proposal (Design Only)	\$ 24,000.00
Percentage of points	100%
Points awarded (wtd against lowest price)	<b>20</b>

NOTES

RFP Posted on April 1, 2025	VC, SR
Bid Opened on May 1, 2025, 2:30 PM by	
Invitations Sent	102
Total Requesting Documents	3
Total Bid Responses Received	1



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

**MANDATORY FORM**

**Section I: Contact Information**

Complete the contact information below.

BID NUMBER:	One Stop Operator 25-048-W10A
COMPANY NAME:	Western DuPage Chamber of Commerce, Inc.
MAIN ADDRESS:	306 Main Street
CITY, STATE, ZIP CODE:	West Chicago, IL 60185
TELEPHONE NO.:	630-231-3003
BID CONTACT PERSON:	David G. Sabathre
CONTACT EMAIL:	dave@westerndupagechamber.com

**Section II: Contract Administration Information**

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	Western DuPage Chamber	NAME:	SAME AS Correspondence
CONTACT:	David G. Sabathre	CONTACT:	
ADDRESS:	306 Main ST.	ADDRESS:	
CITY, ST., ZIP:	West Chicago, IL 60185	CITY, ST., ZIP:	
PHONE NO.:	630-231-3003	PHONE NO.:	
EMAIL:	team@westerndupagechamber.com	EMAIL:	

**Section III: Certification**

The undersigned certifies that they are:

- The Owner or Sole Proprietor
- A Member authorized to sign on behalf of the Partnership
- An Officer of the Corporation
- A Member of the Joint Venture

Herein after called the Bidder and that the members of the Partnership or Officers of the Corporation are as follows:

David J. Sabathne (President or Partner)      Efrain Aguilar (Vice-President or Partner) *Chairman*

Nancy Acillo (Secretary or Partner)      David Fischesser (Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ issued thereto.

Further, the undersigned proposes and agrees, if this bid is accepted, to provide all necessary machinery, tools, apparatus, and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time and at the price therein prescribed.

Further, the undersigned certifies and warrants that they are duly authorized to execute this certification/affidavit on behalf of the Bidder and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Bidder and is true and accurate.

Further, the undersigned certifies that the Bidder is not barred from bidding on this contract as a result of a violation of either Chapter 720 Illinois Compiled Statutes 5/33 E-3 or 5/33 E-4, bid rigging or bid-rotating, or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that they have examined and carefully prepared this bid and have checked the same in detail before submitting this bid, and that the statements contained herein are true and correct.

If a Corporation, the undersigned, further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed nor modified, and that the same remain in full force and effect. (Bidder may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

Further, the Bidder certifies that it has provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the Bidder, if awarded the contract, agrees to do all other things required by the contract documents, and that it will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

By signing below, the Bidder agrees to the terms of this Mandatory Form and certifies that the information on this form is true and correct to the best of its knowledge.

Printed Name: David J. Sabathne      Signature: 

Title: President / CEO      Date: 4/29/2025

## PROPOSAL PRICING FORM

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	ONE Stop Operator 25-048-W10A
COMPANY NAME:	Western DuPage Chamber of Commerce
CONTACT PERSON:	David J. Sabathne
CONTACT EMAIL:	dave@westerndupagechamber.com

### Section II: Pricing

Monthly rate provided shall be for all roles and responsibilities detailed in the Statement of Work.

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Monthly Rate for One Stop Operator	MO	12	\$ 2,000	\$ 24,000
<b>GRAND TOTAL</b>					\$ 24,000
<b>GRAND TOTAL</b>					
(In words) <i>Twenty Four Thousand EVEN Dollars</i>					

### Section III: Certification

By signing below, the Bidder agrees to provide the required goods and/or services described in the Bid Specifications for the prices quoted on this Proposal Pricing Form.

Printed Name: David J. Sabathne Signature: 

Title: President / CEO Date: 4/29/2025



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

### REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

#### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	ONE-STOP-OPERATOR 25-048-W10A
COMPANY NAME:	Western DuPage Chamber of Commerce, Inc.
CONTACT PERSON:	David J. Sabathne
CONTACT EMAIL:	dave@westerndupagechamber.com

#### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

Yes

No

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

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

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

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

Yes

No

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

NAME	PHONE	EMAIL

**Section III: Violations**

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

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

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

[Ethics | DuPage Co, IL](#)

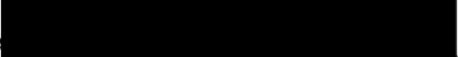
The full text of the County's Procurement Ordinance is available at:

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

**Section IV: Certification**

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

Printed Name: David F. Sabathuz

Signature: 

Title: President/CEO

Date: 4/29/2026



## Budget Transfer

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

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**File #:** 26-1491

**Agenda Date:** 5/19/2026

**Agenda #:** 8. A.

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DuPage County, Illinois  
 BUDGET ADJUSTMENT  
 Effective April 1, 2025

From: 5000  
 Company #

WORKFORCE INVEST ACT PROG GRTS  
 From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2840	50000	0000	REGULAR SALARIES	\$ 70,000.00	924,142.73	854,142.73	5/8/26
Total				\$ 70,000.00			

To: 5000  
 Company #

WORKFORCE INVEST ACT PROG GRTS  
 To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2840	50050	0000	TEMPORARY SALARIES	\$ 70,000.00	(41,988.85)	28,011.15	5/8/26
Total				\$ 70,000.00			

Reason for Request:

To provide funds to cover Temporary Salaries through the grant period ending 6/30/2026

\_\_\_\_\_  
 Department Head 5/8/26  
 Date

\_\_\_\_\_  
 Chief Financial Officer 5/12/2026  
 Date

Activity \_\_\_\_\_  
 (optional)

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

Finance Department Use Only

Fiscal Year 26 Budget Journal # \_\_\_\_\_ Acctg Period \_\_\_\_\_

Entered By/Date \_\_\_\_\_ Released & Posted By/Date \_\_\_\_\_

ECON - 5/19/26  
 FIN/LB - 5/26/26

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## Budget Transfer

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

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**File #:** 26-1502

**Agenda Date:** 5/19/2026

**Agenda #:** 8. B.

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DuPage County, Illinois  
 BUDGET ADJUSTMENT  
 Effective April 1, 2025

From: 5000  
 Company #

WIOA DCEO GRANTS  
 From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2841	53820	0000	GRANT SERVICES	\$ 30,000.00	40,030.00	10,030.00	5/12/26
Total				\$ 30,000.00			

To: 5000  
 Company #

WIOA DCEO GRANTS  
 To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2841	50050	0000	TEMPORARY SALARIES	\$ 24,000.00	8,261.20	32,261.20	5/12/26
2841	51030	0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 6,000.00	(2,222.83)	3,777.17	5/12/26
Total				\$ 30,000.00			

Reason for Request:

To provide funds to cover Temporary Salaries, FICA and Medicare expenses for Work Based Learning Interns during the grant period ending 6/30/2026

\_\_\_\_\_  
 Department Head 5/12/26  
 Date

\_\_\_\_\_  
 Chief Financial Officer 5/13/2026  
 Date

Activity 26-071006  
 (optional)

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

Finance Department Use Only

Fiscal Year 26 Budget Journal # \_\_\_\_\_ Acctg Period \_\_\_\_\_

Entered By/Date \_\_\_\_\_ Released & Posted By/Date \_\_\_\_\_

ECON - 5/19/26  
 FIN/CB - 5/26/26

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# Technology Change Order with Resolution

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

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**File #:** TE-CO-0003-26

**Agenda Date:** 5/19/2026

**Agenda #:** 9. A.

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AMENDMENT TO COUNTY CONTRACT 8319-0001 SERV  
ISSUED TO REVIZE LLC  
FOR CONTENT MANAGEMENT SYSTEM  
SOFTWARE AND HOSTING SERVICES  
FOR INFORMATION TECHNOLOGY  
(INCREASE ENCUMBRANCE \$26,513.00)

WHEREAS, County Contract 8319-0001 SERV was approved by the County Board on April 14, 2026;  
and

WHEREAS, the Technology Committee recommends changes as stated in the Change Order Notice to County Contract 8319-0001 SERV, issued to Revize LLC, for annual content management system (CMS) software and hosting services, for Information Technology, to add lines for WorkNet DuPage and increase the contract by \$26,513.00, resulting in an amended contract total of \$109,491.00.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 8319-0001 SERV, issued to Revize LLC, for annual content management system (CMS) software and hosting services, for Information Technology, to add lines for WorkNet DuPage and increase the contract by \$26,513.00, resulting in an amended contract total of \$109,491.00.

Enacted and approved this 26th day of May 2026 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

TEC 5/19  
FI+CB 5/26

# REQUEST FOR CHANGE ORDER FORM

Date: 05/04/2026

Procurement Services Division

Revised 10-01-2025

File ID #: 26-1411

<b>Purchase Order #:</b> 8319-1-SERV	<b>Original Purchase Order Date:</b> Apr 27, 2026	<b>Change Order #:</b> 1	<b>Department:</b> IT
<b>Vendor Name:</b> Revize LLC		<b>Vendor #:</b> 39453	<b>Dept. Contact:</b> Debbie Deacy
<b>Action Requested and Reason for Change Order Request:</b>			
Add the following lines for WorkNet DuPage and increase the contract by \$26,513.00:			
1) 5000-2840-53020-25-681006 - \$11,925.00 - 1st Year Project Costs + Year 1 of Annual Hosting & Maintenance (workNet DuPage Website)			
2) 5000-2840-53020-25-681006 - \$3,975.00 - 1st Year Project Costs + Year 1 of Annual Hosting & Maintenance (workNet DuPage Website)			
3) 5000-2840-53020-25-681006 - \$3,400.00 - Year 2 of Annual Hosting & Maintenance (workNet DuPage Website)			
4) 5000-2840-53020-25-681006 - \$3,536.00 - Year 3 of Annual Hosting & Maintenance (workNet DuPage Website)			
5) 5000-2840-53020-25-681006 - \$3,677.00 - Year 4 of Annual Hosting & Maintenance (workNet DuPage Website)			

**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	\$82,978.00
B	Net \$ Change for Previous Change Order	\$0.00
C	Current Contract Amount (A + B)	\$82,978.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$26,513.00
E	New Contract Amount (C + D)	\$109,491.00
F	Cumulative Change Order Amount (B + D)	\$26,513.00
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	31.95%

**DECISION MEMO NOT REQUIRED - Check Applicable Box(es)**

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

**DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below**

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_  Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)  Other - Explain In Summary Explanation Box Below



**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.  
 This change order establishes new Revize CMS services for WorkNet DuPage in addition to DuPage County's Revize CMS platform for its primary public-facing website, dupagecounty.gov, and multiple department and affiliated sites.

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.  
 Sole Source

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.  
 1) Approve this change order to add WorkNet DuPage to the contract. Continued use of Revize ensures operational continuity, maintains the county's investment in existing site architecture and training, and supports ongoing compliance with web accessibility standards under the DOJ Title II ADA ruling. This contract is necessary to sustain uninterrupted web services for DuPage County residents.  
 2) Do not add WorkNet DuPage and risk them becoming out of compliance.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number  
 FY26 - 5000-2840-53020-25-681006 - \$15,900.00  
 FY27 - 5000-2840-53020-25-681006 - \$3,400.00  
 FY28 - 5000-2840-53020-25-681006 - \$3,536.00  
 FY29 - 5000-2840-53020-25-681006 - \$3,677.00

**APPROVALS - Initials Only**

SJG _____ Prepared By	5037 _____ Phone Ext.	May 4, 2026 _____ Date	<b>Signature on File</b> _____ Recommended for Approval	5064 _____ Phone Ext.	05/04/2026 _____ Date
 _____ Reviewed by Procurement Officer	 _____ Date	_____ Completed by Buyer		_____ Date	

**Signature:** Signature on File  
Richard A Burnson (May 4, 2026 16:28:47 CDT)  
**Email:** richard.burnson@dupagecounty.gov



## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	DUPAGE COUNTY WEBSITE REPLACEMENT 22-024-IT
COMPANY NAME:	Revize LLC
CONTACT PERSON:	Thomas Jean
CONTACT EMAIL:	thomas@revize.com

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- Yes
- No

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

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

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

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

- Yes
- No

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

NAME	PHONE	EMAIL

**Section III: Violations**

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

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

The full text of the County's Ethics Ordinance is available at:  
[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

The full text of the County's Procurement Ordinance is available at:  
[https://www.dupagecounty.gov/government/departments/finance/procurement/procurement\\_ordinance\\_and\\_guiding\\_principles.php](https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php)

**Section IV: Certification**

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

Printed Name: Thomas Jean Signature: Signature on File

Title: Program Manager Date: 4/2/2026