



**DU PAGE COUNTY**  
**ETSB - Emergency Telephone System**  
**Board**  
**Regular Meeting Agenda**

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

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Wednesday, November 13, 2024

9:00 AM

Room 3500B

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**Join Zoom Meeting**

<https://us02web.zoom.us/j/89864589807?pwd=aEiA9Pe8cGyZNvmy31YS20C3Q6H27H.1>

**Meeting ID: 898 6458 9807**

**Passcode: 965087**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT**
4. **CHAIRMAN'S REMARKS - CHAIR SCHWARZE**
5. **MEMBERS' REMARKS**
6. **CONSENT AGENDA**
  - 6.A. **Monthly Staff Report**
    - 6.A.1. [24-2989](#)  
Monthly Report for November 13 Regular Meeting
  - 6.B. **Revenue Report 911 Surcharge Funds**
    - 6.B.1. [24-2990](#)  
ETSB Revenue Report for November 13 Regular Meeting for Fund 5820/Equalization
  - 6.C. **Minutes Approval Policy Advisory Committee**
    - 6.C.1. [24-2942](#)  
ETSB PAC Minutes - Regular Meeting - Monday, October 7, 2024
  - 6.D. **Minutes Approval ETS Board**
    - 6.D.1. [24-2991](#)  
ETSB Minutes - Regular Meeting - Wednesday, October 9, 2024

**6.E. 2025 Meeting Calendars****6.E.1. [24-2943](#)**

2025 Meeting Calendar - Policy Advisory Committee

**6.E.2. [24-2992](#)**

2025 Meeting Calendar - Emergency Telephone System Board

**7. VOTE REQUIRED BY ETS BOARD****7.A. Dissolution of the Ad Hoc Finance Committee****7.A.1. [24-2993](#)**

Pursuant to Section 4(b)(1) of the ETSB Ordinance CB-O-0009-19, an Ad Hoc Finance Committee was created, and as of November 13, 2024, shall be released and discharged from all further authority, duties, responsibilities, and obligations related to and arising from and in connection with the ETSB FY2025 Budget.

**7.B. Payment of Claims****7.B.1. [24-2994](#)**

Payment of Claims for November 13, 2024 for FY24 - Total for 4000-5820 (Equalization): \$1,407,044.73. Total for Interdepartmental transfer: \$180,657.78.

**7.C. Change Orders****7.C.1. [24-2977](#)**

ETS-R-0009D-20 - Amendment to Resolution ETS-R-0009-20, issued to Priority Dispatch, to incorporate revised contract pages into PO 920110/4330-1, for no change in contract total amount.

**7.D. Purchase Resolutions****7.D.1. [ETS-R-0075-24](#)**

Recommendation for the approval of a contract purchase order to Motorola Solutions, PO 924030, to develop an encryption deployment plan for the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System), for a contract total of \$200,836.99; contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (STARCOM21 Master Contract CMT2028589).

**7.D.2. [ETS-R-0076-24](#)**

Recommendation for the approval of a contract purchase order to Motorola Solutions, PO 924041, for a blanket purchase order for replacement parts, for the period of December 1, 2024 through December 31, 2025, for a contract total not to exceed \$75,000; contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (IL STARCOM master contract CMT2028589).

**7.D.3. [ETS-R-0077-24](#)**

Recommendation for the approval of a contract purchase order to Environmental Systems Research Institute, Inc. (ESRI), PO 924038, for a one (1) year renewal of ArcGIS software, for the period of January 1, 2025 through December 31, 2025, for a total contract amount of \$18,555; Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - Proprietary Software).

**7.D.4. [ETS-R-0078-24](#)**

Ratification of Emergency Procurement per 55 ILCS 5/5-1022(a)(2) and 2-351(3) of the DuPage County Procurement Ordinance. Authority to proceed with Emergency Procurement was granted by the Emergency Telephone System Board Chair on October 16, 2024.

**7.E. Resolutions****7.E.1. [ETS-R-0074-24](#)**

Resolution to adjust the salaries of the Emergency Telephone System Board of DuPage County staff in concurrence with changes as authorized by the DuPage County Board for FY25.

**7.E.2. [ETS-R-0079-24](#)**

Appointment to the Emergency Telephone System Board of DuPage County Policy Advisory Committee - Deputy Chief Craig Jansen (ACDC Fire Representative).

**7.F. Budget Transfers****7.F.1. [ETS-R-0080-24](#)**

Transfer of funds for FY24 from 4000-5820-53830 (Other Contractual Services) to 4000-5820-53090 (Technical/Professional Services) in the amount of \$200,837, for the development of an encryption plan for the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System).

**7.F.2. [ETS-R-0081-24](#)**

Transfer of funds for FY25 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Capital Equipment and Machinery) in the amount of \$6,651,400, for the third of four financing payments on the Motorola PO 5522-1.

**8. DEDIR SYSTEM****8.A. Police****8.B. Fire****9. DU PAGE ETSB 9-1-1 SYSTEM DESIGN****10. OLD BUSINESS****11. NEW BUSINESS**

**12. EXECUTIVE SESSION**

**12.A. Minutes Review Pursuant to 5 ILCS 120/2 (C) (21)**

**12.B. Personnel Matters Pursuant to 5 ILCS 120/2 (C ) (1)**

**12.C. Security Procedures and the Use of Personnel and Equipment Pursuant to 5 ILCS**

**12.D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)**

**13. MATTERS REFERRED FROM EXECUTIVE SESSION**

**14. ADJOURNMENT**

**14.A. Next Meeting: Wednesday, December 11 at 9:00am in 3-500B**



## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 24-2989

**Agenda Date:** 11/13/2024

**Agenda #:** 6.A.1.

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# Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

Submitted for your consideration is the DuPage ETSB monthly report for activity October 1 through October 31. This report highlights the activities of the DuPage ETSB by ETSB and PSAP staff, work groups, committees, and consultants.

## **Congratulations on a Job Well Done!**

**Performance of Duty and Team Work – Bensenville Robbery/Flash Channel** On October 2, 2024, at 0129 hours, **TC Milnes** processed a phone call from a Bensenville business owner who stated that he was receiving live video footage from inside of his business and could see two unknown individuals inside. **TC Milnes** promptly generated a CAD and broadcasted the call on the DuPage Flash channel. **TC Milnes** remained on the phone with the owner updating officers with new information. **TC Flores**, who was assigned to the Bensenville Police talk group, dispatched units in under 10 seconds to the scene. The first police unit arrived in less than two minutes from the time of when the call was received. Upon the officer's arrival, he witnessed a vehicle speed away from the scene along with subjects fleeing from the building on foot. **TC Stevanovic** promptly notified DU-COMM to ensure neighboring towns were aware of the incident. **TC Stevanovic** also began checking LPR cameras for possible vehicle matches. **TC Bukovic** began monitoring ISPERN, as officers who were following the vehicle switched onto ISPERN. **TC Bukovic** also assisted by switching over the other agencies operating on the main channel to their alternate frequencies. **TC Flores** kept officers on the scene updated with information that **TC Milnes** and **TC Bukovic** provided from both the building owner and from units following the vehicle who fled. Three suspects were apprehended by officers.

**CPR Life Save** On October 14, 2024, at 08:04hrs, **TC William Kolberg** received a 911 call from a man at 708 Kristin Ct, Westmont, who stated his dad was on the floor. **TC Kolberg** confirmed the location, as per policy, generated CAD for EMS and police to respond to a possible heart attack within 35 seconds of receiving the call. **TC Kolberg** assured the son help was on the way for his dad. **TC Kolberg** continued gathering information from the patient's son and wife. **TC Kolberg** determined that the patient was no longer conscious breathing, quickly upgraded the CAD to alert responders the patient was in cardiac arrest and used EMD protocols to provide medical instruction to begin chest compressions. **TC Kolberg** coached the patient's son to perform quality compressions, encouraging him to keep going, until the responders arrive on the scene and take over care of the patient. The patient was transported to the hospital and ultimately survived a life-threatening event due to the contributions of **TC Kolberg**.

**Thank you for your service - Telecommunicator Terri Easton.** Terri started her career in dispatching when she was hired as a 911 dispatcher with the Addison Police Department in 1977. Since then, she served in a variety of positions with multiple dispatch agencies, before returning to ACDC in 2018 for a total of **47 years** in public safety!

**Promotion –** The ETS Boards extends congratulations to **Member Marilu Hernandez** who is now officially **Director Marilu Hernandez** of ACDC as of October 21, 2024!

**Thank you for your service – Good News and Bad News.** The ETS Boards extends a thank you and farewell to **Member Erik Kramer**, Fire Representative. We appreciate his service and his contributions and wish him well in his retirement. The ETS Board is happy to welcome **Chief Patrick Johl** as his replacement and to welcome **Deputy Chief Craig Jansen** replacing Chief Johl on the Policy Advisory Committee. A proclamation will be presented at the meeting for **Member Kramer's** service.



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

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### ADMINISTRATION AND FINANCIAL

#### **911 Services Advisory Board (SAB) and 911 Legislation:**

November 18, 2024

December 16, 2024

The 911 Services Advisory Board met October 23 and October 28. The main purpose of the special call October 23 meeting, which was held in conjunction with the annual state 9-1-1 conference, was to allow for public comment. There were approximately 100 people who stayed for the state meeting and about 45 minutes of public comment on Administrative Rule 1325 and other 9-1-1 issues. The regular October 28 meeting continued with comments on Administrative Rule 1325, and the general consensus to streamline the language for the rule, and move sections to a guide or manual similar to LEADS.

#### **Dissolution of the Ad Hoc Finance Committee**

With the approval of the FY25 budget, this committee is to be released and discharged from all further authority, duties, responsibilities, and obligations related to and arising from and in connection with the ETSB FY2025 Budget.

#### **2025 Meeting Calendars**

On this agenda are the calendars for the PAC and the ETS Board meeting dates for 2025. The PAC calendar was recommended for approval by the PAC on November 4.

### RESOLUTIONS

#### **Compensation Structure and Wage Adjustment Guidelines**

On the agenda this month is a resolution approving a 3.5% cost of living adjustment for ETSB staff that was incorporated into the FY25 budget that was approved in October. The COLA will be considered for approval by the County Board under FI-R-0195-24 on November 26, 2024, to be effective December 7, 2024.

#### **Appointment**

On the agenda this month is a resolution recommending the appointment of Deputy Chief Craig Jansen of the Tri-State Fire Protection District as the fire representative for the Policy Advisory Committee (PAC) to fill the vacancy created by Chief Patrick Johl. Deputy Chief Jansen will be replacing Chief Johl who is moving up to the ETS Board to fill a vacancy on this Board because of the retirement of Chief Kramer. A letter of recommendation for Deputy Chief Jansen has been included from Chief Selvik. The fire rep position term runs through May 12, 2026.

#### **Budget Transfers:**

There are two budget transfer for the November agenda.

**Encryption Plan:** Requested transfer of funds for FY24 from 4000-5820-53830 (Other Contractual Expenses) to 4000-5820-53090 (Technical/Professional Services) for the development of an encryption plan for the DEDIR System.

Total amount of requested transfer: \$200,837.00 for a new account total of \$256,037.00.



# Emergency Telephone System Board of DuPage County Monthly Report

**November  
Board  
Meeting**

Annual Contract Payment #3 for Radio Contract: Requested transfer of funds for FY25 from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Capital Equipment and Machinery) in preparation for the third annual lease payment to Motorola Solutions Credit Company, Contract #680-0025142-000, for the DEDIRS radio replacement project PO 5522-1. The invoice is due on December 1 in the amount of \$6,651,399.48.

Total amount of requested transfer: \$6,651,400.00 for a new account total of \$7,302,672.00.

## **PROCUREMENT/MAJOR CONTRACTS**

### **Purchase Orders**

Key Tower LLC: Purchase Order 924029

On this agenda is an affirming resolution for an Emergency Procurement to repair and replace systems within the Hidden Lake tower for functionality. The tower had a controller within the shelter with a faulty capacitor and the obstruction lighting failed. The lighting system is crucial to aircraft safety and required by the FCC under penalty for non-compliance. Chair Schwarze approved the Emergency Procurement on October 16. A replacement lighting kit was installed and is operational and the Notice to Airmen/Air Mission (NOTAM) was canceled.

Total amount of the replacement: \$25,744.19.

Environmental Systems Research Institute, Inc. (ESRI): Purchase Order 924038

Recommendation for a one (1) year renewal in service of ArcGIS Desktop Advanced software maintenance. ArcGIS software is used to edit and manage geographical data and includes advanced analysis and cartography tools. This renewal period will run January 1, 2025 through December 31, 2025.

Total cost of the renewal: \$18,555.00.

Motorola: Purchase Order 924030

This request is for Motorola engineers to develop an encryption plan for the DuPage Emergency Dispatch Interoperable Radio System. The encryption project is to convert the current Advanced Digital Privacy (ADP) software in the radios to 256-bit Advanced Encryption Standard (AES-256), the industry standard. This proposal encompasses Phase 1, which will assess the magnitude of the project and develop the plan. Additional information is provided under the DEDIR System Encryption section.

Total amount of \$200,836.99.

### **Blanket Purchase Orders for FY2024**

There is one open purchase order on the agenda for FY2025 for Motorola. The open purchase order format was recommended by the Auditor's Office in 2010 as the proper process to allow staff to purchase small consumable replacement parts and equipment necessary for daily operations in a timely manner. The request is for thirteen (13) months, from December 1, 2024 through December 31, 2025, to allow for overlap into the next fiscal year to avoid a gap in purchasing ability.

Motorola Solutions, Inc.: Purchase Order 924031 Blanket Purchase Order

This request is for a thirteen (13) month blanket PO which will allow ETSB to service and maintain the portable and mobile radios and radio consoles in the DEDIR System. ETSB will be utilizing the new IL STARCOM Master Contract CMT2028589.

Total Authorized Amount: \$75,000.00.





# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

### Open Purchase Order Utilization

Purchase Order	Total	Year to Date	Remaining Balance
FY24 CDW-G	\$ 25,000.00	\$ 4,300.50	\$ 20,699.50
FY24 Dell	\$ 30,000.00	\$ 8,542.13	\$ 21,457.87
FY24 Motorola	\$ 50,000.00	\$ 35,403.42	\$ 14,596.58

### Change Orders:

Priority Dispatch: Change Order #4 for 920110/4330-1

Change Order #4 is requested to incorporate new contract pages into the purchase order for FY25-26. In June 2024, Protocol 41: Caller in Crisis (P41) was released in response to the rise in mental health distress calls. This new protocol requires one-time training for all TCs and is not in the current contract. Training quantities for courses have been adjusted, including P41, within a consolidated One Voucher Plan instead of individual certification quantities for ease of registration. Optional resources and services have also been quoted should the PSAPs choose to utilize them. Funds have been budgeted for the length of the contract in the amount of \$791,626.22. The licensing and training costs within the new contract pages is \$594,400.00, a decrease of \$197,226.00, not including any optional products. Upon expiration of this contract on November 30, 2026, any remaining funds within the contract will be released.

There is no monetary change being made to this contract.

### Payment of Claims:

On the agenda this month is the Payment of Claims as listed below. The Payment of Claims includes Chair's authorization letter, Detail listing of obligations vs. budget, and *Bank Account Payment History Report* for Internal and External Payments for FY24.

### Bills List FY24

Internal Payments FY24

The November Bills list will also include the interdepartmental transfer from ETSB to various County departments for cost sharing purposes and copy paper charges through the Mailroom. The amount of the transfer is: \$180,657.78.

Amount	Department	Services
\$34,000.00	Finance / CPA	Accounting Services
\$18,000.00	Finance / A/P	Accounting Services
\$25,000.00	County Auditor	Audit Review
\$60,000.00	State's Attorney's Office	Legal Services
\$8,580.00	Facilities Management	Shelter Lease/IGA
\$35,000.00	Information Technology	Network/DuJIS
\$77.78	Mailroom	Copy Paper

External Payments FY24

Total for Fund 5820 for November 13 meeting: \$1,407,044.73.

This bills list includes the second of six financing payments to Motorola for the console project in the amount of \$1,167,644.09.

### Revenue and Expenditures

Revenue: Equalization Revenue Reports are on the consent agenda: \$1,217,302.86.

The June surcharge was received on October 7 in the amount of \$1,185,197.86.



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

\$28,985.00 FSA Optional Equipment Reimbursement. This is for the optional equipment installed in the new Hanover Park Fire Station. ETSB procured the equipment through PURVIS and HPF made a reimbursement payment to ETSB.

Miscellaneous revenue:

\$2,400.00 This is the fourth of ten annual payments from AT&T under ETS-R-0057-20 for a license agreement for antennas and equipment on the tower located at 136 N. County Farm.

\$720.00 Dr. Lilly Peer to Peer training course from an outside agency that attended the course.

### 9-1-1 CORE SYSTEM MANAGEMENT

#### **Cybersecurity:**

Tech Focus is in discussion on cybersecurity. The ETSB IT Deputy Director is in the process of reviewing the current security policies and discussing these policies with the County IT cybersecurity personnel.

#### **State of Illinois ISP/Circuits/NextGen 911 ESInet:**

State of Illinois GIS NG 9-1-1: County GIS continues to work with our neighbors on aligning the edges of our mapping boundaries to ensure accuracy.

State of Illinois Text to 911: As reported last month, the PSAPs, ETSB and Intrado staff met to review the training and functionality of text to 9-1-1 in the system. ETSB and County staff met on September 3 to discuss partnering in a public education campaign for text to 9-1-1, 988 and 211. Public Education will depend on the go-live of the PSAPs to NG9-1-1 and text to 9-1-1 training.

While DU-COMM has cut over, there are several tasks that prohibit the launch of text to 9-1-1. ETSB and the PSAPs continue to work with AT&T on these issues.

NG9-1-1 Grant opportunity CAD to CAD interface: There is no additional information other than what was previously reported last month.

#### **Customer Premise Equipment (CPE):**

Hardware/software and NG911 Migration: DU-COMM cut over to the new hardware and the ESInet on October 22, 2024. An After-Action meeting was held on Thursday, October 24 for the second phase of the project cutover. Overall, the 9-1-1 portion of the cutover went smoothly initially. DU-COMM experienced an issue with the administrative lines not being able to connect immediately after cutover. This issue was resolved by Motorola with an update to the SBC configuration. The initial After-Action Report for Phase 2/DU-COMM cutover was completed by ETSB and PSAP staff on October 24. Several issues occurred after the initial review and ACDC continues to have some open items. The Directors reconvened on November 1 to discuss the status of project. The After Action Report was updated after the standing call with the NG911 project team November 4 and distributed to the ETS Board. There are still several open items for this project that have been escalated with both Motorola and AT&T.

At the end of the monthly report are the monthly and yearly stats for call handling of 911 and 10-digit dial calls for each PSAP. The ACDC calls will not be accurate for the month of September because of the migration to NG911. DU-COMM stats for October will also be inaccurate during the transition.



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

**DuJIS CAD:**

Category	Year to Date		Past Month					
			Totals		Categories of Open Tickets			
	Opened	Closed	Total	Closed	System Error Tickets	Configuration Tickets	Referred to Hexagon	Open/Waiting on Customer
CAD	456	406	33	29	0	6	0	4
MPS	499	534	53	46	0	32	0	6
<b>Total</b>	955	940	86	75	0	38	0	10

**Edge Frontier Issue:**

The CAD system experienced issues with the Edge Frontier interface on the following dates and times:

- October 13, 2024 2:30 – 4:30 am outage time for all components to be restored
- October 30, 2024 2:30 – 3:30 pm outage time for all components to be restored
- October 31, 2024 12:45 – 6:30 pm outage time for all components to be restored

These issues impacted several interfaces that support applications for agencies including fire station alerting. ETSB has been working with Hexagon and has held several meetings to identify the root cause. Hexagon’s review of the log files did not indicate any issues with the system itself. However, they recommended adjustments to the performance parameters for three of the interfaces. ETSB has implemented these updates and will continue to monitor the system closely over the next few weeks.

**Projects:**

**ProQA Upgrade Project:** Priority released the .41 training on June 5, 2024. ProQA Medical and Fire versions .50 was made available July 3. PSAPs have been advised and they are currently working on the translation tables. The installation of the .50 update will be scheduled and testing will commence when PSAPs advise they are ready.

The PSAPs have registered their personnel for .41 training and PSAPs will advise ETSB when that training has been completed. ACDC advised its personnel have been trained on .41 protocol.

**LEADS 3.0 Upgrade:** ETSB, in cooperation with the PSAPs, has completed the final testing of the new LEADS 3.0 environment. The outstanding issues from all previous tests have been resolved and final documentation has been submitted to the ISP indicating that ETSB is ready to go live. A response is pending from the ISP on the final date to move this into production.

**Absolute Secure:**

Category	Year to Date		Past Month					
			Totals		Categories of Open Tickets			
	Opened	Closed	Total	Closed	System Error Tickets	Configuration Tickets	Referred to Hexagon	Open/Waiting on Customer
Absolute Secure	98	95	1	1	0	0	0	0

**Absolute Secure Access:** No system issues reported this past month. Currently there are approximately 950 devices registered.



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

Comcast Maintenance/Trouble Tickets: No maintenance notifications or tickets opened for the month of October 2024.

Network Tickets: No network issues have been reported for the month of October 2024.

VMware Maintenance: ETSB applied patch updates to vCenter on October 29 and October 31. There was no impact to the PSAPs.

Windows Patching: The quarterly patch cycle that began on October 3 was completed successfully.

AQUA: System bug (Ticket 10240) ticket pending, waiting for Priority to provide training for the new version of AQUA. Priority Dispatch has released training for the new version. The software was installed May 21. The training for the PSAPs was available June 18. PSAPs are currently in the process of training. Once training is completed the version can be rolled out to production. Update remains the same for the month of October 2024.

### Fire Station Alerting System (FSAS):

Category	Year to Date		Past Month				
			Categories of Open Tickets				
	Opened	Closed	Total	Closed	System Error Tickets	Configuration Tickets	Open/Referred to Purvis
FSA	161	138	20	18	6	0	0

### Fire Station Alerting:

At the October 31 FSA meeting, the group reviewed System Design memos pertinent to the configuration of the fire station alerting system and discussed what other information they would like Purvis to present at the meeting. ETSB has a teleconference scheduled with Purvis on November 4 to relay the information gathered at the October 31 meeting and to prep for the meeting that will take place November 14, 2024, during the regular Fire Standardization Focus Group meeting time. All fire agencies are invited to participate. The session will include a review of the current configuration, what is new in Purvis, mapping and app options, and a Q&A session for member agencies.

### Geographic Information Systems (GIS):

Category	Year to Date		Past Month							
			Totals			Categories of Open Tickets				
	Opened	Closed	Total	Closed	Open Tickets	System Error Tickets	Configuration Tickets	Pending Refresh	Pending Closed/ Verification by PSAPS	Open/ Referred to Hexagon
GIS	445	337	72	52	17	0	0		0	0

### GIS Projects:

No projects currently pending.

GIS Redistricting Annual Status: ETSB sent out a reminder to all agencies regarding any potential new changes prior to the end of the year for major projects. Several agencies responded that no updates were needed. Wheaton sent updated data. ETSB is working with County GIS and



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## November Board Meeting

anticipates the updates going into production in November. Currently, no other agencies have requested updates. ETSB will send out reminders on a semi-annual basis starting in 2025.

NG911 GIS Mapping for Go-Live: DU-COMM has successfully integrated NG911 via the CPE upgrade on October 22.

CPE (VESTA): As previously reported under CPE, the Vesta local map cutover for DU-COMM was completed on October 24, 2024. Data has been submitted to the Vesta map local server with the updates. There are a few open items from this project that are currently being tracked and worked through with AT&T and Motorola.

**9-1-1 System Memos:**

Total Memos	New Memos	Updated Memos	Closed Memos	Open Memos
130	0	0	0	6

**New Memos:** There were no new memos in this rating period.

**Closed Memos:** There were no closed memos during this rating period.

**Open Memos:**

Memo 103: CAD/Vesta Standardization. The CAD Focus Group requested a standardized way to search for locations on the map for both CAD and CPE. Currently this is not an option. Motorola is investigating whether a change can be applied to the new CPE mapping software.

Memo 108: Change ANI/ALI dump workflow in CAD. The CAD Focus Group requested a change to the workflow for the ANI/ALI dump of data from the CPE to CAD. Currently this is not an option. ETSB staff will investigate options in the new CAD software once it is implemented.

Memo 110: Options for Tones in Fire Station Alerting. DU-COMM requested exploring different options for toning in FSA. DU-COMM has successfully completed testing their solution with one note: Static was noticed on Fire West. DU-COMM requested pausing the testing of this solution until the testing on the combination of Fire West and Fire North concludes on April 10, 2024.

Memo 113: Shot/Stab Event Type. ACDC requested investigating creating two separate event types: One for shot and one for stab. This is currently at the Directors' level for review.

Memo 127: MFA in Command Central Aware. The Tech Focus Group is reviewing a request to add multi-factored authentication for Command Central Aware. This is currently being investigated.

Memo 128: MFA Infrastructure implementation. The Tech Focus Group is reviewing the implementation of multi-factored authentication and the impact of operations on other ETSB systems. This is different than memo 127 because Command Central Aware has different security concerns.

Memo 129: Event Subtype adjustment. There was a request to eliminate Residential and Commercial from the PD Alarm subtype and to add subtypes that match a uniform list published by the Alarm Monitoring Association. These options are being discussed with the PSAP operations groups.



# Emergency Telephone System Board of DuPage County Monthly Report

## November Board Meeting

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### **DuJIS PRMS:**

The RMS Manager's monthly memorandum for October has been attached to this report, as well as the Hexagon Service Manager's summary, and the Resident Systems Analyst's (RSA) weekly report(s).

### **DU PAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM (DEDIRS)**

AXS Consoles: Chicago Communications is the vendor that will be doing the installation and will be staging the material as Motorola's channel partner. Chicago Communications will be onsite the week of November 4, 2024 to install one workstation as a test. At that point, a testing and training schedule can be finalized. The deployment plan has an encryption plan dependency.

Encryption: The encryption proposal will be on the agenda for PAC and ETS Board consideration. At the time the contract was executed in 2021, several individuals were employed by various entities who would be involved with the encryption plan. These individuals are no longer employed with their respective agencies. Additionally, the philosophy of the police chiefs regarding encryption has evolved since that time. These factors, along with the fact that while the system manager is capable of overseeing the DEDIR System and managing a deployed encryption plan, he does not have the engineering capacity and the access to the internal workings of STARCOM to complete this assignment as an individual. ETSB sent several people within the 911 and DEDIR System to training, however, these people have neither the time nor the internal knowledge of STARCOM to complete this assignment.

Note: After discussion at the PAC on November 4, 2024, the PAC members voted in favor of recommending approval of the proposal to the ETS Board Aye: 6 Opposed: 0 Abstain: 0

APX8500 mobile: Motorola has provided an option for the 8500 mobiles, the APX6500 dual radio. The demo units have been received and the focus group is working with the Radio System Manager to program the unit. Several agencies have submitted their review of the APX6500 dual radio.

NFPA Committee: Nothing to report this month.

APXNext XN: This Fire Focus Group is working on the configuration of the radio with the Radio System Manager. ETSB staff are working with agencies to review their templates depending on the agency, Erik Maplethorpe/DU-COMM and Jim Connolly/ACDC have been invited to participate in the meetings.

### **Motorola Radio System Manager Report:**

The October memorandum is located at the end of the monthly report.

### **Policy Advisory Committee (PAC):**

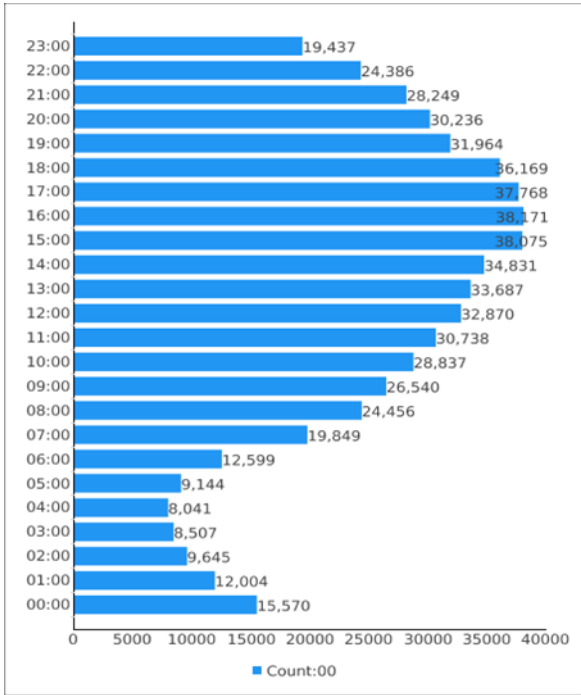
The PAC's next regular meeting is on Monday, November 4, 2024.

## ALI AUDIT SUMMARY SNAPSHOT

Calls occurring between: 01-01-2024 12:00:04 AM and 10-22-2024 11:20:51 AM

### Calls by Hour

Total: 591,773



### Calls by Response Code

Response Code	Total	
0	No Active Paths	14
1	One Path OK	18,970
2	Both Paths OK	572,180
7	Manual Query Denied	0
9	Record Not Found	609
<b>Total</b>		<b>591,773</b>

### Calls by Query Type

Query Type	Total	
I	Initial	279,640
M	Manual	643
R	Repeat	311,490
T	Test	0
<b>Total</b>		<b>591,773</b>

### Calls by Call Type

Call Type	Total	
A	Anonymous Call [911-0000]	1,207
E	ESCO [911-0XXX]	9
S	Standard ANI Received [NXX-XXXX]	558,355
U	Uninitialized Call [911-XXX-XXXX]	32,199
Z	Seizure with no ANI [000-0000]	3
<b>Total</b>		<b>591,773</b>

### Calls by Class of Service

Class of Service	Initial Query	Manual Query	Repeat Query	Test Query	Total
N/A	279	294	36	0	609
0	Business OPX	1	0	0	1
1	Residence	4,767	25	196	4,988
2	Business	4,865	68	180	5,113
3	Residence PBX	0	0	0	0
4	Business PBX	688	3	25	716
5	Centrex	71	4	0	75
6	Coin 1 Way Ot	2	0	0	2
7	Coin 2 Way Out	0	0	0	0
8	Mobile	1	0	2	3
9	Residence OPX	0	0	0	0
A	Cust Owned Coin Telephone	0	0	0	0
B	ESCO Failure	1,153	0	63	1,216
C	VoIP Residence	0	0	0	0
D	VoIP Business	13	0	1	14
E	VoIP Coin/Pay Phone	0	0	0	0
F	VoIP Wireless	23	1	2	26
G	Wireless Phase 1	39,076	43	6,638	45,757
H	Wireless	190,443	181	302,392	493,016
J	VoIP Nomadic	0	0	0	0
K	VoIP Enterprise Solutions	0	0	0	0
T	VoIP Coin/Pay Phone	89	0	360	449
V	VoIP Services	38,140	24	1,586	39,750
X	TEXT TO 911	0	0	0	0
<b>Total</b>	<b>279,611</b>	<b>643</b>	<b>311,481</b>	<b>0</b>	<b>591,735</b>

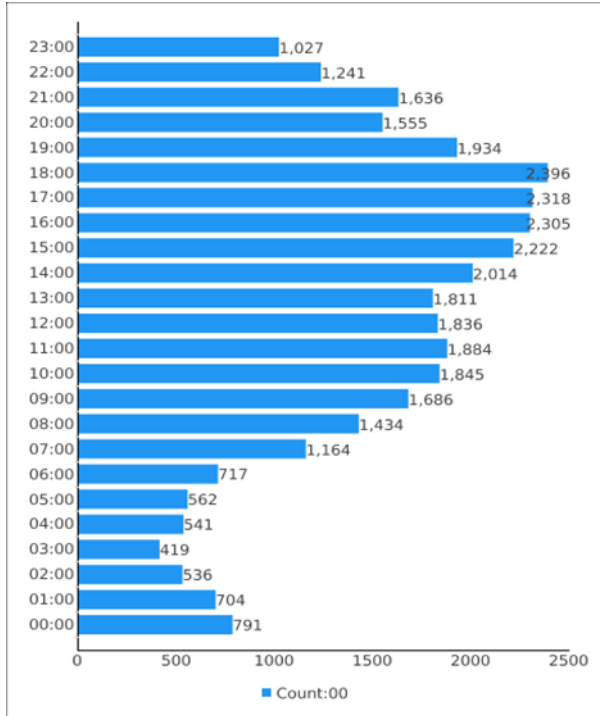
Calls occurring between: 01-01-2024 12:00:04 AM and 10-22-2024 11:20:51 AM

## ALI AUDIT SUMMARY SNAPSHOT

Calls occurring between: 10-01-2024 12:08:09 AM and 10-22-2024 11:20:51 AM

### Calls by Hour

Total: 34,578



### Calls by Response Code

Response Code	Total	
0	No Active Paths	1
1	One Path OK	1,553
2	Both Paths OK	32,977
7	Manual Query Denied	0
9	Record Not Found	47
<b>Total</b>		<b>34,578</b>

### Calls by Query Type

Query Type	Total	
I	Initial	16,301
M	Manual	35
R	Repeat	18,242
T	Test	0
<b>Total</b>		<b>34,578</b>

### Calls by Call Type

Call Type	Total	
A	Anonymous Call [911-0000]	96
E	ESCO [911-0XXX]	0
S	Standard ANI Received [NXX-XXXX]	32,915
U	Uninitialized Call [911-XXX-XXXX]	1,567
Z	Seizure with no ANI [000-0000]	0
<b>Total</b>		<b>34,578</b>

### Calls by Class of Service

Class of Service	Initial Query	Manual Query	Repeat Query	Test Query	Total
	N/A	27	20	0	47
0	Business OPX	0	0	0	0
1	Residence	251	0	8	259
2	Business	317	11	4	332
3	Residence PBX	0	0	0	0
4	Business PBX	35	0	1	36
5	Centrex	3	0	0	3
6	Coin 1 Way Ot	0	0	0	0
7	Coin 2 Way Out	0	0	0	0
8	Mobile	0	0	0	0
9	Residence OPX	0	0	0	0
A	Cust Owned Coin Telephone	0	0	0	0
B	ESCO Failure	93	0	3	96
C	VoIP Residence	0	0	0	0
D	VoIP Business	0	0	0	0
E	VoIP Coin/Pay Phone	0	0	0	0
F	VoIP Wireless	0	0	0	0
G	Wireless Phase 1	2,167	2	304	2,473
H	Wireless	11,084	1	17,824	28,909
J	VoIP Nomadic	0	0	0	0
K	VoIP Enterprise Solutions	0	0	0	0
T	VoIP Coin/Pay Phone	8	0	36	44
V	VoIP Services	2,314	1	61	2,376
X	TEXT TO 911	0	0	0	0
<b>Total</b>	<b>16,299</b>	<b>35</b>	<b>18,241</b>	<b>0</b>	<b>34,575</b>

Calls occurring between: 10-01-2024 12:08:09 AM and 10-22-2024 11:20:51 AM



# Monthly 9-1-1 System Call Count

For (Call Origin)

Creation Date: 11/05/2024 03:57:29 PM

Grouping: Site & Call Origin

Date Range: 10/01/2024 12:00:00 AM - 10/31/2024 01:00:00 AM

Filter Criteria: Please, refer to the last page.

## Summary Information

Site	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non-Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
		Emergency	Non-Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
ACDC	26,557	7,572	18,985	0		5,248	824	30	202	4,679		
DU-COMM	61,659	17,591	44,068	0	1,012	13,506	2,520	0	553	10,033	1,229	00:00:06
<b>Total</b>	<b>88,216</b>	<b>25,163</b>	<b>63,053</b>	<b>0</b>		<b>18,754</b>	<b>3,344</b>	<b>30</b>	<b>755</b>	<b>14,712</b>	<b>1,229</b>	<b>00:00:06</b>

Post cutover stats

# Monthly 9-1-1 System Transfer Count

For (Call Origin)

Creation Date: 11/07/2024 10:54:16 AM

Grouping: Site & Call Origin

Date Range: 10/01/2024 12:00:00 AM - 10/31/2024 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Summary Information

Site	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non-Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
		Emergency	Non-Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
ACDC	1,342	1,342	0	0	71	1,112	159	0	0	0	0	00:00:04
<b>Total</b>	<b>1,342</b>	<b>1,342</b>	<b>0</b>	<b>0</b>	<b>71</b>	<b>1,112</b>	<b>159</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>00:00:04</b>

# Monthly 9-1-1 System Transfer Count

For (Call Origin)

Creation Date: 11/05/2024 03:53:59 PM

Grouping: Site & Call Origin

Date Range: 10/01/2024 12:00:00 AM - 10/31/2024 01:00:00 AM

Filter Criteria: Please, refer to the last page.

## Summary Information

Site	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non- Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
		Emergency	Non- Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
DU-COMM	2,397	2,397	0	0	24	2,251	122	0	0	0	0	00:00:04
<b>Total</b>	<b>2,397</b>	<b>2,397</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>2,251</b>	<b>122</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>00:00:04</b>

Rave 9-1-1 Suite

2024										
Month	Total Number of Smart911 Accounts	Total Number of Individuals within those Accounts (Average 2.35 per profile)	Profile Increase	% of Population	Number of Profile Pops	Number of Chat Sessions	Number of Notes	New Facility Profiles Created	Number of Facility Profile Pops	RapidSOS Location Hits
January	25,848	60,743	118	7.94%	183	1,462	0	0	91	20,850
February	25,917	60,905	69	7.96%	161	1,348	4	0	79	17,083
March	25,980	61,053	63	7.98%	185	1,621	1	0	66	20,245
April	26,089	61,309	109	8.01%	150	1,631	0	0	82	19,121
May	26,101	61,337	89	8.02%	188	1,933	5	1	98	21,149
June	26,147	61,445	46	8.03%	147	2,203	0	0	104	19,444
July	26,276	61,749	129	8.07%	185	2,154	0	1	78	20,952
August	26,424	62,096	148	8.12%	144	1,972	3	0	72	19,995
September	26,496	62,266	72	8.14%	175	1,806	4	0	173	28,805
October	26,547	62,385	51	8.15%	163	1,604	3	0	116	26,189
November		0		0.00%						
December		0		0.00%						
<b>2024 Totals</b>	<b>25,980</b>	<b>61,053</b>	<b>894</b>	<b>7.96%</b>	<b>1,681</b>	<b>17,734</b>	<b>20</b>	<b>2</b>	<b>959</b>	<b>213,833</b>

**Rave Smart911 Monthly Enrollment**

<b>Zip Code</b>	<b>Web Enrollments</b>	<b>App Enrollments</b>	<b>Total Enrollments</b>
60101	2	0	2
60103	2	1	3
60105	0	0	0
60106	3	0	3
60108	4	0	4
60117	0	0	0
60126	1	0	1
60128	0	0	0
60132	0	0	0
60133	0	1	1
60137	3	1	4
60138	0	0	0
60139	1	0	1
60143	0	1	1
60148	2	0	2
60157	0	0	0
60172	0	1	1
60181	1	0	1
60185	0	1	1
60186	0	0	0
60187	0	0	0
60188	1	2	3
60189	2	1	3
60190	0	0	0
60191	0	0	0
60197	0	0	0
60199	0	0	0
60399	0	0	0
60514	1	1	2
60515	4	0	4
60516	2	2	4
60517	1	0	1
60521	0	0	0
60522	0	0	0
60523	0	0	0
60525	8	0	8
60527	2	1	3
60532	0	0	0
60540	4	0	4
60555	4	1	5
60559	1	0	1
60561	1	1	2
60563	2	0	2
60564	2	0	2
60565	0	0	0
60570	0	0	0

**Total Web Enrollments** 51  
**Total App Enrollments** 15  
**Total Enrollments** 66  
**Total Zip Codes** 26

**From 10/1/2024 0:00**  
**To 10/31/2024 0:00**



**DUPAGE  
COUNTY**

## INFORMATION TECHNOLOGY

630-407-5000  
Fax: 630-407-5001  
it@dupageco.org

[www.dupageco.org/it](http://www.dupageco.org/it)

TO: PRMS Oversight Committee and ETS Board  
FROM: Don Ehrenhaft, PRMS Manager  
DATE: October 30, 2024  
RE: DuJIS RMS Monthly Update

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### ***Accomplishments:***

- OCR 10.0/MFR project planning is ongoing.
  - Installation of OnCall Records 10.0 in test environment is underway.
  - Preliminary training material has been made available to agency workgroups.
- Held kick-off meeting for RMS RFP.
- Deploying new user management service.
  - Reduces the burden on agency personnel, simplifying the process of adding or changing employees.
  - Necessary to avoid operational issues associated with inconsistent user management.
  - Streamlines billing process and prevents overcharging.

### ***Action Items:***

- RMS RFP Process
  - Establish timeline for phases.
  - Form user groups. (currently underway)
- NetRMS/CJIS
  - Move legacy system off of aging hardware to dedicated server

### ***RSA – Customer Support Collaboration:***

- Maintained RMS weekly status review call, standing call at 1:00 pm on Thursday.
- Maintained bi-weekly OCR10.0/MFR project management meeting with Hexagon project manager.
- Requested support push from Hexagon support team.
  - More than 60% of open cases have been closed as a result.

### ***Next Month's Actions Items:***

- Continue planning phase of MFR/OCR 10.0 project.
- Begin Staging Phase of MFR/OCR 10.0 project.
- Continue to work with Data Sheet Refresh subcommittee.
- Overhaul of system support model to improve speed of incident response and strengthen prevention efforts.



# October Monthly Report

<b>Customer Name</b>	DuPage County, IL	<b>Alias</b>	DUPG2.00.11
<b>Customer PM</b>	Linda Zerwin/Mike Galvin	<b>Hexagon Sales</b>	TJ MCGEE
<b>Hexagon Support Manager</b>	Tony Capasso	<b>Project / Delivery Name</b>	DuPage ETSB
<b>New Change Requests</b>	None	<b>Reporting Period End</b>	October 31, 2024

Support Overview						
Open Tickets		SRs		CRDs		CREs
On target	<input checked="" type="checkbox"/>	P2	4	P2	0	P2 0
Below target	<input type="checkbox"/>	P3	33	P3	6	P3 6
Above target	<input type="checkbox"/>	P4	0	P4	0	P4 0

<b>RED</b>	One or more of the following remain unhandled: significant risks and/or issues; behind schedule by >10%
<b>YELLOW</b>	There is a plan in place to rectify one or more of the following: significant risks and/or issues; behind schedule <=10%
<b>GREEN</b>	No significant risks or issues

Support Performance - Period ending October 31, 2024	
<b>GREEN</b>	<p>Continue to have weekly CAD SR Review call with Dupage and Hexagon CAD team. Communication remains high and both sides stay engaged.</p> <p>RSAs from Hexagon are continuing to provide value added performance and operating hand in hand with Customer Support.</p>

Support Activities	
<b>Objectives Completed This Period</b>	
1. Weekly meetings were held. No Onsite meetings were held this month.	
2. <u>17</u> support tickets were resolved in the month of October 2024. (This does include some cases where licensing was requested)	
3. CAD Upgrade complete. We will work with RSA to confirm that previous defects have been resolved with the new version.	
<b>Objectives NOT Completed This Period - Mitigation tasks to align schedule are provided in the Notes Section with the corresponding #</b>	
<b>Objectives for Next Period Remaining Project Items (All Numbers are utilizing the DuPage Schedule DUPG2 Schedule)</b>	
1. Focus and continued resolution on existing support SRs.	

Change Orders	Date	Status	Description

**Notes From Above Activites:**



### RSA Weekly Status Report: RMS/CAD



<b>Date / Report / Author:</b>	<b>10/11/2024 RSA Weekly Status Report - Steve Burrell, RSA</b>
<b>Stakeholders for Distribution:</b>	<b>DuPage:</b> Don Ehrenhaft, Dave Jordan, Anthony McPhearson, Matthew.Theusch, Gregg Taormina, Linda Zerwin <b>Hexagon:</b> Stephen Starnowsky, Patrick Mellin, Ben VanHorne, Tammy Heaton, Anthony Capasso, Wendy Mann

Topic	Status Summary	Assignment / Escalation	Status
<b>Closed Cases (09)</b>			
00336368	CodeSync invalid token issues – FBR Servers	RSA / Support	Closed
00304033	Informer display and printing (fingerprint response)	RSA / Support	Closed
00089873	Informer Does Not run the VIN correctly	RSA / Support	Closed
00097922	(LEADS/Informer) Running a subject by NAME / DOB AND RACE, the DOB is not transmitted to the state LEADS system.	RSA / Support	Closed
00300446	Error with link when using "Forgot Password" at login page in OnCallRecords	RSA / Support	Closed
00374641	Migrate TEST env Licenses to new TEST RMS license holder server.	RSA	Closed
00374653	Orphaned SQL user for FBR server in TEST environment	RSA	Closed
00360254	Chronology from Archive not working	RSA / Support	Closed
00374623	SAP BI License request for CAD BI-Direct	RSA / Support	Closed
<b>High Priority Items</b>			

<b>Summary of Additional Work Performed This Week</b>			
	Worked on open tickets and sent out follow up emails.	RSA	
00332505	I/Netviewer Search not Working for custom range. Patch install planed for week of OCT 14	RSA / Support	In-Process
LEADS 3.0 Interface	LEADS 3.0 Interface In Testing	RSA / Hexagon / DuPage	Waiting on Customer
00006232	Canceled BOLOS show up in informer returns	Support / RSA	In-Progress
	SecureLink VM entry and access for OCR implementations team.	RSA	In-Process
00360278	Shared Crew units not going out of service when E31 marked AV	RSA	In-Process
00360275	DISPATCHER not assigning CREW on Dispatch question.	RSA	In-Process





### RSA Weekly Status Report: RMS/CAD



<b>00006935</b>	<b>RMS incident supplement report does not display</b> <b>Reporting Officer Name</b> Install fix on PROD the week of OCT 14	RSA / Support	Solution Available

### Environment Versions & Discrepancies:

*This section highlights program versions and any differences between the environments*

Production	Test
<b>FBR:</b> 3.7.2012.6 (build date: 05/18/2021)	<b>FBR:</b> 3.7.2012.6 (build date: 05/18/2021)
<b>SSRS:</b> n/a	<b>SSRS</b> 2017 (using 2103 rdl)
<b>OCA:</b> 2212 ( <i>newest available ver. is 2309</i> )	<b>OCA:</b> n/a
<b>OCR:</b> 3.7.2104 ( <i>newest ver. is 2310</i> )	<b>OCR:</b> 3.7.2104 ( <i>newest ver. is 2310</i> ) <i>Refresh 08/02/24</i>
<b>NIBRS:</b> 2.3.2407	<b>NIBRS:</b> 2.3.2407
<b>Address Server:</b> 2.7.2004.02	Address Server: 2.7.2004.02
<b>IFCADRMSLINK:</b> 9.4.0.50297 (H1_2020)	<b>IFCADRMSLINK:</b> 9.4.0.50297 (H1_2020)
<b>CAD:</b> 9.4.0.63255 (2023 H2)	<b>CAD:</b> 9.4.0.63255 (2023 H2)

### Action Items

*The following section is to cover all items that are ongoing outside of SR work to track to completion. This includes tasks for the RSA as well as the agency.*

Project	Summary	Owner	Status	Next Steps
<b>BEAST Interface for OCR 10</b>	<b>Discussions ref BEAST Interface for OCR 10.</b>	RSA / DuPage	Waiting on Customer	DuPage is having internal discussions regarding this and will inform us when they have arrived at a decision.



### RSA Weekly Status Report: RMS/CAD



**Open P2 Items** – This section provides an update on P2 items.

SR Number	Summary	Product	Status	Target Resolution Date	Work Around?

#### Current Open SR list for discussion:

This section is just a copy/paste from a SR list with the following fields as shown for items actively being worked by the onsite RSA (Assigned, In Process, Customer Update, GPC-Escalated). Note: This is not all SR's, just the ones currently being worked by the onsite RSA  
(Sorted by SR Number)

SR Number	Priority	Summary	Product	Status	Substatus/Next Steps
<b>00005926</b> (OnCall Records)	P3	<b>WebRMS returns no longer have linkable fields</b>	MPS	RSA / Support	<b>09/28/2023 - On hold until LEADS 3.0 interface is in place.</b>
<b>00006232</b> (OnCall Records)	P3	<b>Cancelled BOLOS show up in Informer returns</b>	Informer	RSA / Support	<b>08/01/2024</b> – To be reviewed by Development.
<b>00006235</b> (OnCall Records)	P3	<b>Violation field in MPS informer WebRMS return does not show violation.</b>	Informer	RSA / Support	<b>09/28/2023 - On hold until LEADS 3.0 interface is in place.</b>
<b>00006934</b> (OnCall Records)	P3	<b>Cross Agency Approving Supervisor Missing from all Merit Agency FBR Reports</b>	FBR	Escalated	CR has been filed. <b>CR# 321488</b>
<b>00006935</b> (OnCall Records) <b>AZDO 509323</b>	P3	<b>Reporting Officer not importing into Supplement Record.</b>	FBR	RSA / Support	12/06/2023 - UPDATED CASE PROBLEM. When viewing an Incident supplement, the Reporting Officer name field value is not displayed. <b>10/11/2024 – fix delivered and applied to TEST environment. Searches working. Will apply fix to PROD the week of OCT 14.</b>
<b>00181662</b>	P3	<b>Can a Drivers license field be added to the supplemental information page?</b>	I/Netviewer	RSA	<b>02/09/2024</b> - Escalated to GTC.
<b>00223623</b>	P3	<b>IUCR Interface and Local Ordinance updates</b>	OCR / XALT	RSA / Support	<b>10/10/2024</b> – interface config in place in TEST environment.



### RSA Weekly Status Report: RMS/CAD



					DuPage RMS team is reviewing output and performance.
00230097	P3	<b>Error Accessing 1 Offender's Bookings</b>	OCR	RSA	<b>07/08/2024</b> – Also seeing 1 other name with same issue. Occurring at same agency
00273810	P3	<b>IUCS - Leader interface</b> - citations coming from IUCS are feeding into OCR with the incorrect statute.  The ClerkCMSViolationKey, which is not being sent, needs to match statute_code.regional_code which comes from IUCS to OCR via the Statute Code Import interface. We cannot fix this in the interface, DuPage needs to get IUCS and the statute code table back in sync. It is out of sync due to a customer requested NIBRS configuration.	LEADER	RSA / Support	<b>08/30/2024</b> - Teams working session today with Derek Smith & DuPage. Discussed more details ref the Clerks interface and translation / matching files from the Clerk's XML to OCR and other interfaces such as LEADER. Clerk's Office to do some work on their end ref the data output. Next meeting is scheduled for 1 week on SEPT 3.
00321237	P3	<b>Booking Cleanup Needed from previous EdgeFrontier issue in April 2023</b>	OCR	RSA	<b>08/07/2024</b> – Reviewing information
00331421	P3	<b>BI Direct: Event register and Incident Recall (from DUCOMM folder) reports not working</b>	SAP CAD-BI	Support	<b>10/08/2024</b> – Support SME obtainijg SAP BI license and plans to clone the productioipn server to the TEST enviroment. This is where the upgrade will be tested.
00332505 AZDO 756324	P2	<b>I/Netviewer Search not Working for custom range.</b>	I/Netviewer	RSA / Support	<b>08/22/2024</b> AZDO bug filed: 756324 <b>09/24/2024</b> – Patch obtained. <b>10/10/2024</b> – Install on Secondary server scheduled for WED, OCT 16.
00343130	P3	<b>F12 key will not create ticket when curser is in the notes field</b>	I/Dispatcher	RSA/Support	<b>09/05/2024</b> – Support unable to reproduce. Need workflow from customer.
00360238	P3	<b>Messaging Error in Mobile Responder</b>	MR	RSA	<b>09/24/2024</b> – reviewing information



### RSA Weekly Status Report: RMS/CAD



00306275	P3	DISPATCHER not assigning CREW on Dispatch question.	I/Dispatcher	RSA	09/25/2024 – Need CAD team to reproduce and collect logs along with details on how the station crews are configured for the involved units.
00360278	P3	Shared Crew units not going out of service when E31 marked AV	I/Dispatcher	RSA	09/26/2024 – reviewing information.
00336360	P3	Units on Event monitor adding custom field	I/Dispatcher	RSA	10/01/2024 – Reviewing information.

#### Wellness items for discussion:

This section is just a copy/paste from a SR list with the following fields as shown for just OnCall Records products for items in the wellness worksheet

SR Number	Priority	Product	Title	
Summary				Status/Next Steps

No Items at this time.

#### Client Requests for System Modifications for discussion:

This section is to capture client requests for system changes that are not part of a standard upgrade.

SR Number	Priority	Product	Title	
Summary				Status/Next Steps
1-6091909121	P-3	OnCall Records	Link a BOLO to a Field Interview (OCR)	
Ability to Link a BOLO to a Field Interview (OCR)				Planning Review Pending

Solving for safer. Communities, schools, hospitals, businesses everywhere.

**TO:** Linda Zerwin, ETSB Executive Director  
**FROM:** Andy Saucedo, Motorola System Manager  
**DATE:** October 28, 2024  
**SUBJECT:** STARCOM21 DEDIRS Monthly Report

**Projects:**

**DEDIR System Radio Replacement**

- APXNext Police: ADP to AES encryption plan pending. Motorola Solutions has provided the proposal for the cutover plan.
- APX 4000: A firmware update was released and a schedule was developed in Monday.com to update. Emergency activation configuration change has been applied to 15 agencies/73 radios have been programmed. There are 6 agencies/24 radios that remain to be programmed. At the time of this report 23 out of 32 agencies have had the firmware updated to the latest version. Sheriff’s Office radios have been completed.
- APX8500: Alternate options to the APX8500 are being considered. APX6500 mobiles have been received and have been staged for demo to Fire Focus. Additional APX6500 mobiles have been configured and provided to Addison Fire for install and testing.
- APXNext XN Fire: Fire radio configuration templates need IGA finalization with outside agencies. Testing of the XN Demo radios was completed the week of June 17, 2024. AES encryption plan is pending. Motorola Solutions has provided the proposal for the cutover plan.
- APXNext XE Fire: Testing of the XE Demo radios was completed June 17, 2024.

**Programming**

**Code plug updates:** There were none last month.

**Codeplug Creation:**

APX6500 mobiles have been configured and provided to Addison Fire for install and testing.

**Radio Alignment:** There were none last month.

**Service Tickets**

Category	Year to Date		Past Month					
	Opened	Closed	Totals		Categories of Tickets			
			Total	Closed	Consumable replaced	Alias or Configuration	Sent to Depot	Other
APX 7000XE	74	56	3	3	1			2
APX Next (police)	119	92	12	14	1	9	2	
APX NextXN (fire)	1	0	1	0			1	
APX 8500 (mobiles)	29	28	1	1			1	
APX4000	9	4	2	1		1		1
<b>Total</b>	232	180	19	19	2	10	4	3

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**STARCOM21 Scheduled Maintenance:**

Command Central Patches: There were none last month.

Radio Central Patches: There were none last month.

Radio Management CPS Patches: There were none last month.

**System Patches:**

- The Starcom21 team and Motorola RSUS team applied security update patches to the Starcom21 system core in all Zones. The Patching efforts were done by the RSUS team on 10/9 and 10/10. These patches caused an impact to the system in all Zones. would have caused RF Site to enter to site trunking and Dispatch Sites to get Red X's on resources.

Thursday, 10/10/24

8:45 am- Site Trunking Event (~5 Minute Event)

Red X's on Consoles for 5 Minutes as well

2:45 pm - Site Trunking Event (~5 Minute Event)

Red X's on Consoles for 5 Minutes as well

- IL\_STARCOM Monthly Application of Windows Motopatch 2024.09 – Patching 10/17/24 Monthly MOTOPATCH for Windows process was performed on applicable clients in your ASTRO System.
- Notification of planned maintenance to be performed affecting the STARCOM21 system. Worked performed was annual preventative maintenance. Site affected SZ014010108 Wheaton - DuPage County. Work performed on 10/3/24 8:00:00 AM.
- Notification of planned maintenance to be performed affecting the STARCOM21 system. Worked performed was annual preventative maintenance. Site affected SZ014010110 Hanover Park - DuPage County. Work performed on 10/8/24 8:00:00 AM.
- Notification of planned maintenance to be performed affecting the STARCOM21 system. Worked performed was annual preventative maintenance. Site affected SZ014010112 Burr Ridge WT - DuPage County. Work performed on 10/10/24 8:00:00 AM.
- Notification of planned maintenance to be performed affecting the STARCOM21 system. Worked performed was converting links to ETH. Site affected SZ0140101 DuPage Lisle Prime - DuPage County. Work performed on 10/23/24 10:00:00 AM.

**SmartConnect Patches:**

- [Scheduled Maintenance] SmartConnect (United States)  
The scheduled maintenance has been completed.  
Start: 14/Oct/2024 @ 2:00 AM CDT (UTC-5)  
End: 14/Oct/2024 @ 9:30 AM CDT (UTC-5)
- [Scheduled Maintenance] SmartConnect (United States)  
The scheduled maintenance has been completed.

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Start: 17/Oct/2024 @ 8:00 AM CDT (GMT -5)

End: 17/Oct/2024 @ 10:00 AM CDT (GMT -5)

- [Scheduled Maintenance] SmartConnect (United States)  
The scheduled maintenance has been completed.  
Start: 22/Oct/2024 @ 3:30 AM CDT (GMT -5)  
End: 22/Oct/2024 @ 9:30 AM CDT (GMT -5)
- [Scheduled Maintenance] SmartConnect (United States)  
The scheduled maintenance has been completed.  
Start: 24/Oct/2024 @ 3:30 AM CDT (UTC-5)  
End: 24/Oct/2024 @ 9:30 AM CDT (UTC-5)

**Releases:**

- APX Portables and Mobiles (APX 4000 and APX 8500) Firmware Devices R33.40.00 2024.1 CPS R33.00.01 is a maintenance release and was available 8/22/24. It included new product and features. No defect repairs included. Minor update and application is optional.
- APX NEXT Firmware. R07.02.00 CPS 2.150.244.0 is a maintenance release and was available 10/1/24. It included new product and features. No defect repairs included. Minor update and application is optional.

**STARCOM21 Unscheduled System Outages:**

There were none last month.

**Meetings:**

- October PAC meeting 10/7/24
- Fire Focus meeting 10/15/24

**Training:**

- APX Radio Management Workshop 10/30/24–11/1/24

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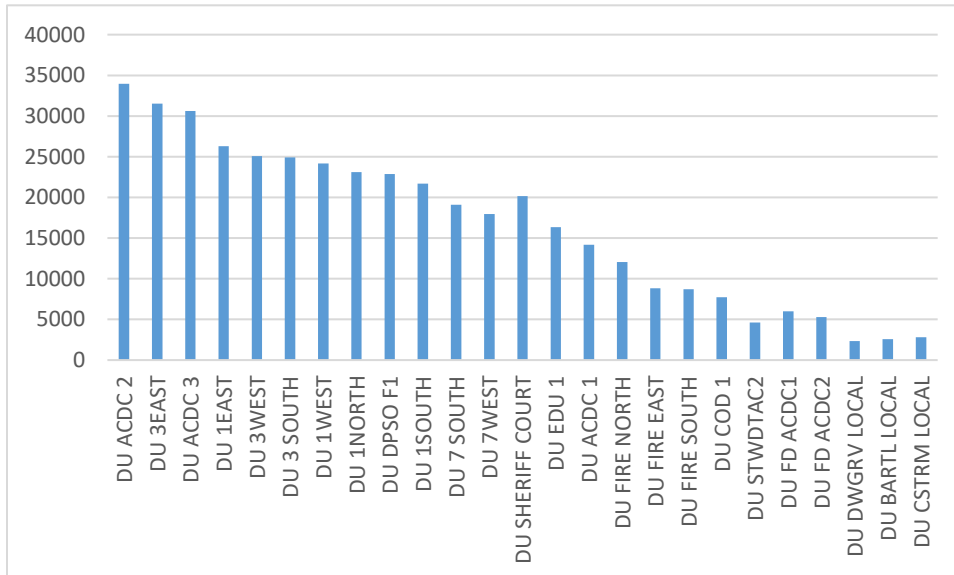
**Grade of service report:**

September 2024 Starcom21 GoS Report											
Hour	GoS Calculations					PTT and Busy Data					
	GoS	Utilization	Erlangs	Excess Erlangs	Days of Data	Total PTTs	Total Talk Time (sec)	Average Talk Time (sec)	Total Busy	Total Busy Time (sec)	Average Busy Time (sec)
0:00:00	0.00	23.86	4.06	6.34	30.00	2965.63	14603.43	4.92	0.00	0.00	0.00
1:00:00	0.00	20.75	3.53	6.87	30.00	2532.23	12696.63	5.01	0.00	0.00	0.00
2:00:00	0.00	17.17	2.92	7.48	30.00	2015.57	10509.67	5.21	0.00	0.00	0.00
3:00:00	0.00	13.91	2.37	8.03	30.00	1570.37	8515.40	5.42	0.00	0.00	0.00
4:00:00	0.00	13.20	2.24	8.16	30.00	1493.17	8080.57	5.41	0.00	0.00	0.00
5:00:00	0.00	13.78	2.34	8.06	30.00	1566.20	8434.70	5.39	0.00	0.00	0.00
6:00:00	0.00	15.87	2.70	7.70	30.00	1922.10	9711.67	5.05	0.00	0.00	0.00
7:00:00	0.00	24.42	4.15	6.25	30.00	2980.60	14942.17	5.01	0.13	1.43	10.75
8:00:00	0.00	32.62	5.55	4.85	30.00	3993.40	19964.17	5.00	0.10	0.23	2.33
9:00:00	0.01	36.69	6.24	4.16	30.00	4464.63	22456.33	5.03	0.30	6.70	22.33
10:00:00	0.00	35.97	6.12	4.28	30.00	4369.37	22015.13	5.04	0.17	2.93	17.60
11:00:00	0.00	34.52	5.87	4.53	29.00	4201.59	21129.28	5.03	0.00	0.00	0.00
12:00:00	0.00	34.83	5.92	4.48	29.00	4210.86	21318.34	5.06	0.21	1.59	7.67
13:00:00	0.00	36.41	6.19	4.21	29.00	4484.31	22283.31	4.97	0.17	11.66	67.60
14:00:00	0.01	34.89	5.93	4.47	30.00	4290.03	21351.57	4.98	0.27	2.83	10.63
15:00:00	0.00	36.91	6.28	4.12	30.00	4598.80	22591.30	4.91	0.03	1.37	41.00
16:00:00	0.00	36.52	6.21	4.19	30.00	4539.50	22350.63	4.92	0.13	0.53	4.00
17:00:00	0.00	35.53	6.04	4.36	30.00	4421.17	21743.90	4.92	0.13	12.47	93.50
18:00:00	0.00	34.42	5.85	4.55	30.00	4263.90	21064.60	4.94	0.00	0.00	0.00
19:00:00	0.00	33.74	5.74	4.66	30.00	4229.47	20650.03	4.88	0.00	0.00	0.00
20:00:00	0.00	32.62	5.55	4.85	30.00	4140.60	19965.40	4.82	0.00	0.00	0.00
21:00:00	0.00	30.86	5.25	5.15	30.00	3877.93	18886.70	4.87	0.00	0.00	0.00
22:00:00	0.00	28.92	4.92	5.48	30.00	3648.93	17701.23	4.85	0.00	0.00	0.00
23:00:00	0.00	26.00	4.42	5.98	30.00	3245.03	15914.27	4.90	0.00	0.00	0.00



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<i>Group Alias</i>	<i>PTT Count</i>
DU ACDC 2	33954
DU 3EAST	31505
DU ACDC 3	30608
DU 1EAST	26294
DU 3WEST	25057
DU 3 SOUTH	24914
DU 1WEST	24170
DU 1NORTH	23118
DU DPSO F1	22849
DU 1SOUTH	21684
DU 7 SOUTH	19083
DU 7WEST	17954
DU SHERIFF COURT	20163
DU EDU 1	16329
DU ACDC 1	14187
DU FIRE NORTH	12041
DU FIRE EAST	8831
DU FIRE SOUTH	8702
DU COD 1	7711
DU STWDTAC2	4617
DU FD ACDC1	6000
DU FD ACDC2	5305
DU DWGRV LOCAL	2336
DU BARTL LOCAL	2586
DU CSTRM LOCAL	2815





## ETSB Other Action Item

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

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**File #:** 24-2990

**Agenda Date:** 11/13/2024

**Agenda #:** 6.B.1.

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## ETSB PAC Other Action Item

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

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**File #:** 24-2942

**Agenda Date:** 11/4/2024

**Agenda #:** 6.C.1.

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# DU PAGE COUNTY

## ETSB - Policy Advisory Committee

### Draft Summary

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

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**Monday, October 7, 2024**

**8:15 AM**

**Room 3500A**

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#### Join Zoom Meeting

<https://us02web.zoom.us/j/84677616761?pwd=xC7mzReYOXcaqC2qGDDOcsXGwXYffN.1>

**Meeting ID: 846 7761 6761**

**Passcode: 423395**

#### 1. CALL TO ORDER

8:15 AM meeting was called to order by Chair Selvik at 8:17 AM.

#### 2. ROLL CALL

Attendees:

Linda Zerwin, DuPage Emergency Telephone System Board, non-voting Member

Matt Theusch, DuPage Emergency Telephone System Board

Gregg Taormina, DuPage Emergency Telephone System Board

Eve Kraus, DuPage Emergency Telephone Board

Nick Kottmeyer, County Board Office

Erik Maplethorpe, DU-COMM

Patrick Tanner, West Chicago Fire

Eric Fors, Hanover Park Fire (Remote)

Jim McGreal, Downers Grove PD (Remote)

Alison Murphy, DMMC (Remote)

Bob Murr, COD (Remote)

On roll call, Members Selvik, Benjamin, Burmeister, Clark, Fleury, and Johl were present, which constituted a quorum.

<b>PRESENT</b> Selvik, Johl, Benjamin, Burmeister, Clark, and Fleury
--

#### 3. PUBLIC COMMENT

There was no public comment.

#### 4. CHAIRMAN'S REMARKS - CHAIR SELVIK

There were no remarks from Chair Selvik.

#### 5. MEMBERS' REMARKS

There were no Members' remarks.

**6. CONSENT ITEMS**

6.A. [24-2586](#)

DEDIR System September Maintainer Report

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Motorola System Manager Report 10-2-24.pdf](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Pat Johl
<b>SECONDER:</b>	Chris Clark

6.B. [24-2527](#)

ETSB PAC Minutes - Regular Meeting - Monday, September 9, 2024

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [2024-09-09 PAC Minutes Summary.pdf](#)

<b>RESULT:</b>	ETSB RECEIVED AND PLACED ON FILE
<b>MOVER:</b>	Eric Burmeister
<b>SECONDER:</b>	Pat Johl

**7. PARENT COMMITTEE APPROVAL REQUIRED**

7.A. [24-2414](#)

Police and Fire Templates

Member Fleury inquired into whether there could be minor changes made to the document without having to bring it back to the ETS Board for approval. Vice Chair Johl said it would be a living document with adjustments made, as needed, but for the most part, the DuPage list is set and the PSAPs would not tell each other what to name their respective talkgroups. Ms. Zerwin asked which Members would be attending the ETS Board meeting on Wednesday to recommend the Board motion for approval giving the PAC authority to make adjustments to the template for operational purposes. Chair Selvik believed that it had been mentioned by Mr. Connolly that if the name did not work quite right with ViQi, as an example, the name could be adjusted but that the actual substance of the template would not change. Ms. Zerwin said what they are bringing to the Board are the naming conventions and the overall template. Member Clark thought the term template was being used generically to not only describe the channel lineups but also the talkgroup list. Chair Selvik thanked Mr. Connolly as he had taken over as the scribe for both police and fire focus groups and put the templates together which had been a huge help. The PAC thanked Mr. Maplethorpe, as well, for his assistance.

On voice vote, all Members voted "Aye" to recommend approval of the template to the ETS Board, motion carried.

<b>MOVER:</b>	Pat Johl
<b>SECONDER:</b>	Tyler Benjamin

## 8. DEDIR SYSTEM

### 8.A. Police

#### 8.A.1. Encryption Update

Ms. Zerwin said that ETSB was working through the proposal from Motorola regarding additional assistance for the encryption plan. The proposal had been reviewed by a few members of the focus groups and there were suggestions on how the proposal had been written, that it needed to be more granular, and another draft was in the works. Ms. Zerwin said funds for the consulting proposal, which was approximately \$200,000, had been added to the FY25 budget which begins December 1. Vice Chair Johl asked if the cost was to implement encryption or was a consulting proposal. Ms. Zerwin said it covered different engineering aspects in terms of keyloading, an engineering outline of the rollout, and planning and implementation which could be complicated as the law enforcement radios were already deployed. Member Clark asked if it included research on how encryption would interact with adjacent systems. Ms. Zerwin replied, yes, that a few PSAP and OSHEM personnel had been sent to the KMF encryption class but that the system is complicated and we want to ensure the encryption plan fits into the STARCOM master plan, as well. Ms. Zerwin said the proposal would hopefully be ready for the November agenda. Chair Selvik asked if there were any further questions, to which there were none.

### 8.B. Fire

Vice Chair Johl said the Fire Focus Group had tried to schedule a meeting today but that it had been moved to next week, October 15, to go over the approved templates and configuration of the portable radios. Ms. Zerwin said a demo of the mobile radios had been held. Vice Chair Johl said the proposed APX6500 dual mobile radio solution demo was held at ACDC during the Fire Standardization timeslot and it is still being looked at as to how installation might work, that the demo radios were being tested throughout the County to ensure the APX8500 issues are not encountered with the APX6500s. He said Chiefs had taken the information back to their agencies to decide whether the solution would work to provide direction. Ms. Zerwin said it may work for some of the apparatus and that agencies should submit a Zendesk ticket with their thoughts. Ms. Zerwin said ETSB is not attempting to force a solution with the APX6500s but that we are looking for feedback on how to proceed. She said she has a meeting with Motorola tomorrow. Member Clark said the Fire Focus Group would also review their findings from the demo and he thought they could create a presentation to aid agencies who may not understand the pros and cons to help them come to a decision on whether the solution is viable. Vice Chair Johl said that would be part of the next Fire Focus meeting, as well.

## 9. OLD BUSINESS

There was no old business.

## 10. NEW BUSINESS

There was no new business.

**11. ADJOURNMENT**

**11.A. Next Meeting: Monday, November 4 at 8:15am in Room 3-500A**

Vice Chair Johl made a motion to adjourn the meeting at 8:27am, seconded by Member Burmeister. On voice vote, motion carried.

Respectfully submitted,

Eve Kraus





## ETSB Other Action Item

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

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**File #:** 24-2991

**Agenda Date:** 11/13/2024

**Agenda #:** 6.D.1.

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# DU PAGE COUNTY

## ETSB - Emergency Telephone System Board

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

### Draft Summary

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Wednesday, October 9, 2024

9:00 AM

Room 3500B

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#### Join Zoom Meeting

<https://us02web.zoom.us/j/89227117720?pwd=XNiGr4k8bnw8rUbhygeavysK2IOEWk.1>

Meeting ID: 892 2711 7720

Passcode: 944318

#### 1. CALL TO ORDER

9:00 AM meeting was called to order by Chair Schwarze at 9:00 AM.

#### 2. ROLL CALL

##### ETSB STAFF:

Linda Zerwin

Matt Theusch

Gregg Taormina

Eve Kraus

Prithvi Bhatt (Remote)

Kris Cieplinski (Remote)

Brian Kopas (Remote)

##### COUNTY CLERK:

Adam Johnson, Chief Deputy Clerk

##### STATE'S ATTORNEY:

Mark Winistorfer

##### ATTENDEES:

Nick Kottmeyer, County Board Office

Jan Barbeau, State's Attorney's Office

Tyler Benjamin, DU-COMM

Chris Clark, Glen Ellyn Fire

Don Ehrenhaft, County IT

Colin Fleury, West Chicago PD

Pat Johl, Wood Dale Fire

Dan McCarthy, Sheriff's Office

Art Rykalin, County IT

Mike Sampey, Village of Addison

Roy Selvik, Addison PD

Pat Tanner, West Chicago Fire

Rachel Bata, Roselle PD (Remote)  
 Kimberly Blair, DMMC (Remote)  
 Rich Cassady, Glenside Fire (Remote)  
 Zach Finfrock, Clarendon Hills PD (Remote)  
 David Godek, Clarendon Hills Fire (Remote)  
 Bob Murr, COD (Remote)  
 Steve Reynolds, Elmhurst Fire (Remote)  
 Bret Mowery, York Center Fire (Remote)

On roll call, Members Schwarze, Franz, Hernandez, Kramer, Maranowicz, Robb, Schar, Swanson, Tillman, and Yoo were present. Members Eckhoff (10:19am) and Toerpe (9:05am) were absent.

<b>PRESENT</b>	Schwarze, Franz, Hernandez, Kramer, Maranowicz, Robb, Schar, Swanson, Tillman, and Yoo
<b>LATE</b>	Eckhoff, and Toerpe

**3. PUBLIC COMMENT**

There was no public comment.

**4. CHAIRMAN'S REMARKS - CHAIR SCHWARZE**

Member Toerpe entered the meeting at 9:05am.

Chair Schwarze began by saying that on Tuesday, September 24, 2024, the ETSB and RMS staff investigated the Zendesk software assuming that it was having a connection issue. Turns out it was working fine but that the entire DuPage Justice Information System (DuJIS) went a whole sixteen (16) hours without a help desk ticket being submitted.

Chair Schwarze recognized DU-COMM Telecommunicator Jasmine Wilson who on June 4, 2024, took a call from a man advising that his 33-year-old wife was going into labor. Telecommunicator Jasmine Wilson was able to successfully redirect the caller when needed, used repetitive persistence, and continued to make sure the caller understood your instructions. When the patient didn't want to push, TC Wilson encouraged her and acknowledged her fear. The baby came out 5 minutes into the call and could be heard crying. TC Wilson quickly moved to instructions to help the baby girl post-delivery and correctly switched the instructions to address the patient as her husband went to get the door.

Chair Schwarze then recognized DU-COMM Telecommunicator Robert Beuse who on May 15, 2024, took a call from a female advising that an elderly female was choking on food and was on the floor. He submitted this call within a minute and did the initial dispatch. TC Beuse quickly identified it was a full obstruction choking, as the patient was not awake and not breathing and moved into instructions for chest compressions. TC Beuse remained calm throughout the call and followed EMD Protocol correctly. The chest compressions dislodged the food, and the patient was able to begin breathing again. TC Beuse was part of the "Chain of Survival" of the patient by performing CPR instructions in a timely manner until paramedics took over medical care. This patient ultimately survived due to the continual course of care provided by TC Beuse, the

medics, and lastly by the doctors and hospital.

Chair Schwarze then recognized Members Guttman and Srejma by reading proclamations for their service to the ETS Board. He then welcomed DU-COMM Director Robb and ACDC Interim Director Hernandez to the Board.

Chair Schwarze also recognized Member Swanson and expressed appreciation for his service and his contributions. A proclamation was presented to Member Swanson who said it was an honor and pleasure to serve. Member Swanson introduced his replacement as the Sheriff's Representative, Deputy Chief Dan McCarthy.

Next, Chair Schwarze thanked ETSB Senior Network Analyst Jerry Furmanski who celebrated 14 years with the County on September 10.

And lastly, Chair Schwarze recognized Fire Chief Andy Dina of the Warrenville Fire Protection District who was named Chief of the Year for Combination Fire Departments with Full-time and Paid-On-Call Personnel by the Illinois Fire Chiefs' Association on September 17, 2024 and Fire Chief Keith Krestan of the Lisle-Woodridge Fire Protection District Chief of the Year for Departments with Full-Time Personnel. The IFCA recognizes chief officers who make significant contributions to the fire service at the state and national levels. Considerations include: public education and life safety advancements, innovative and entrepreneurial efforts and accomplishments, education and or credential portfolio, and public-private sector contributions.

**5. MEMBERS' REMARKS**

There were no Members' remarks.

**6. CONSENT AGENDA**

Chairman Schwarze asked for a motion to combine Consent Agenda Items A/ Monthly Report for September 11 and October 9; B/ Revenue Report for September 11 and October 9; C/ Minutes Approval Policy Advisory Committee for August 5 and September 9; D/ Minutes Approval Ad Hoc Finance Committee for July 10 and August 14; E/ Minutes Approval ETS Board for August 14. Member Tillman motioned, seconded by Member Kramer. On voice vote, all Members voted "Aye", motion carried.

Chairman Schwarze asked for a motion to approve Consent Agenda Items A/ Monthly Report for September 11 and October 9; B/ Revenue Report for September 11 and October 9; C/ Minutes Approval Policy Advisory Committee for August 5 and September 9; D/ Minutes Approval Ad Hoc Finance Committee for July 10 and August 14; E/ Minutes Approval ETS Board for August 14. Member Maranowicz motioned, seconded by Member Yoo. On voice vote, all Members voted "Aye", motion carried.

Chair Schwarze noted that Member Toerpe had entered the meeting and went back to his Chair remarks to add that there would be an Executive Session to discuss personnel matters.

**6.A. Monthly Staff Report**

6.A.1. [24-2525](#)

Monthly Report for October 9 Regular Meeting

**Attachments:** [October 9 Meeting Monthly Report.pdf](#)

6.A.2. [24-2209](#)

Monthly Report for September 11 Regular Meeting

**Attachments:** [September 11 Meeting Monthly Report.pdf](#)

**6.B. Revenue Report 911 Surcharge Funds**

6.B.1. [24-2526](#)

ETSB Revenue Report for October 9 Regular Meeting for Fund 5820/Equalization

**Attachments:** [Revenue Report Regular Meeting 10.9.24.pdf](#)

6.B.2. [24-2211](#)

ETSB Revenue Report for September 11 Regular Meeting for Fund 5820/Equalization

**Attachments:** [Revenue Report Regular Meeting 9.11.24.pdf](#)

**6.C. Minutes Approval Policy Advisory Committee**

6.C.1. [24-2212](#)

ETSB PAC Minutes - Regular Meeting - Monday, August 5, 2024

**Attachments:** [2024-08-05 PAC Minutes Summary.pdf](#)

6.C.2. [24-2527](#)

ETSB PAC Minutes - Regular Meeting - Monday, September 9, 2024

**Attachments:** [2024-09-09 PAC Minutes Summary.pdf](#)

**6.D. Minutes Approval Ad Hoc Finance Committee**

6.D.1. [24-2051](#)

ETSB Ad Hoc Finance Minutes - Regular Meeting - Wednesday, July 10, 2024

**Attachments:** [2024-07-10 ETSB Ad Hoc Finance Minutes Summary.pdf](#)

6.D.2. [24-2400](#)

ETSB Ad Hoc Finance Minutes - Regular Meeting - Wednesday, August 14, 2024

**Attachments:** [2024-08-14 ETSB Ad Hoc Finance Minutes Summary.pdf](#)

**6.E. Minutes Approval ETS Board**

6.E.1. [24-2213](#)

ETSB Minutes - Regular Meeting - Wednesday, August 14, 2024

**Attachments:** [2024-08-14 ETSB Minutes Summary.pdf](#)

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Joseph Maranowicz
<b>SECONDER:</b>	Yeena Yoo
<b>AYES:</b>	Schwarze, Franz, Hernandez, Kramer, Maranowicz, Robb, Schar, Swanson, Tillman, Toerpe, and Yoo
<b>ABSENT:</b>	Eckhoff

**7. VOTE REQUIRED BY ETS BOARD**

**7.A. Budget Transfers**

**7.A.1. [ETS-R-0062-24](#)**

Transfer of funds from 4000-5820-53828 (Contingencies) to 4000-5820-53040 (Interpreter Services) in the amount of \$8,000, for payment and accounting of contractual obligations related to the Cyracom/Voiance language translation PO 6848-1.

**Attachments:** [BT 53828 to 53040 Language translation.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Joseph Maranowicz
<b>AYES:</b>	Schwarze, Franz, Hernandez, Kramer, Maranowicz, Robb, Schar, Swanson, Tillman, Toerpe, and Yoo
<b>ABSENT:</b>	Eckhoff

**7.A.2. [ETS-R-0063-24](#)**

Transfer of funds from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Capital Equipment and Machinery) and 4000-5820-54107 (Capital Software) in the amount of \$1,167,645, for the second of six financing payments on the Motorola PO 6149-1.

**Attachments:** [BT 54199 to 54110 54107 Moto lease.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Tillman
<b>SECONDER:</b>	David Schar

<b>AYES:</b>	Schwarze, Franz, Hernandez, Kramer, Maranowicz, Robb, Schar, Swanson, Tillman, Toerpe, and Yoo
<b>ABSENT:</b>	Eckhoff

**7.B. Resolutions**

7.B.1. [ETS-R-0069-24](#)

Resolution for approval of Milestone #56, a monetary milestone for “Procurement, implementation, and installation of the core PURVIS Fire Station Alerting System (PURVIS FSAS) for the Hanover Park Fire Department” in the amount of \$5,960.00 in accordance with PO 3187-0001 SERV, between the DuPage County Emergency Telephone System Board and PURVIS Systems, Incorporated.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [DUPAGE PROJECT MILESTONE 56 SIGN OFF FORM 20240823.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Erik Kramer
<b>SECONDER:</b>	Joseph Maranowicz

7.B.2. [ETS-R-0070-24](#)

Resolution for approval of Milestone #59, a monetary milestone for “Procurement, implementation, and installation of the optional PURVIS Fire Station Alerting System (PURVIS FSAS) for the Hanover Park Fire Department” in the amount of \$2,785.00 in accordance with PO 3187-0001 SERV, between the DuPage County Emergency Telephone System Board and PURVIS Systems, Incorporated.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [DUPAGE PROJECT MILESTONE 59 SIGN OFF FORM 20240823.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Erik Kramer
<b>SECONDER:</b>	Yeena Yoo

**7.C. Payment of Claims**

7.C.1. [24-2210](#)

Payment of Claims for September 11, 2024 for FY24 - Total for 4000-5820 (Equalization): \$1,686,742.64.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Payment of Claims 9.11.24 FY24.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Tillman
<b>SECONDER:</b>	Yeena Yoo

7.C.2. [24-2528](#)

Payment of Claims for October 9, 2024 for FY24 - Total for 4000-5820 (Equalization): \$375,758.02. Total for Interdepartmental transfer: \$112,349.22.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Payment of Claims 10.9.24 FY24.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Joseph Maranowicz
<b>AYES:</b>	Schwarze, Franz, Hernandez, Kramer, Maranowicz, Robb, Schar, Swanson, Tillman, Toerpe, and Yoo
<b>ABSENT:</b>	Eckhoff

7.D. **Change Orders**

7.D.1. [24-2434](#)

ETS-R-0046C-22 - Amendment to Resolution ETS-R-0046-22, to AT&T Inc., PO 922020/5866-1, for additional Agent training sessions on the Motorola Vesta for the DU-COMM PSAP, to increase the funding in the amount of \$12,089.50, resulting in an amended contract total of \$6,019,330.09, an increase of 0.2%.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [ATT 922020 Change Order 3.pdf](#)  
[ATT 922020 Requisition.pdf](#)  
[ATT 922020 Decision Memo.pdf](#)  
[ETSB of DuPage County {CSO-Move Add and Change Form}.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Jessica Robb
<b>SECONDER:</b>	Michael Tillman



7.D.2. [24-2643](#)

ETS-R-0071B-20 - Amendment to Resolution ETS-R-0071-20, issued to Motorola Solutions, Inc. PO 920153/4951-1, to reconcile the FY24 user radio count operating in the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) for payment and accounting of contractual obligations of the DMS Radio Manager contract, for no change in contract total amount.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Motorola 920153 Change Order 2.pdf](#)  
[Motorola 920153 Decision Memo.pdf](#)  
[DuPage DMS Contract Change Order 2  
09-24-2024-3 Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Joseph Maranowicz

7.E. **Purchase Resolutions**

7.E.1. [ETS-R-0064-24](#)

Recommendation for the approval of a contract purchase order to Motorola Solutions, PO 924016, for a Digital Fixed Station Interface solution, for a contract total not to exceed \$110,077; contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (STARCOM21 Master Contract CMT2028589).

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Motorola 924016 PRCC\\_Redacted.pdf](#)  
[DuPage County ETBS\\_IL\\_Starcom21 Digital Fixed Station  
Interface \(DFSI\)\\_Redacted.pdf](#)  
[Executed Contract - CMT2028589 -Motorola Starcom21  
Services JPMC\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Tillman
<b>SECONDER:</b>	Joseph Maranowicz

7.E.2. [ETS-R-0066-24](#)

Recommendation for the approval of a contract purchase order to PURVIS Systems Incorporated, PO 924025, for a two (2) year renewal of maintenance of the Fire Station Alerting (FSA) equipment, for the period of October 10, 2024 through October 9, 2026, for a contract total amount of \$424,730.

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Purvis 924025 PRCC\\_Redacted.pdf](#)  
[Dupage FSAS FY25\\_26 Maintenance Quote\\_Agreement PC2024-296r1.pdf](#)  
[Purvis 924025 Vendor Ethics\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Joseph Maranowicz
<b>SECONDER:</b>	Yeena Yoo

7.E.3. [ETS-R-0067-24](#)

Recommendation for the approval of a contract purchase order to Insight Public Sector, Inc., PO 924032, for a one (1) year renewal of maintenance and support on the virtual environment and stand-alone backup servers, for a period of October 13, 2024 through October 16, 2025, for a contract total not to exceed \$17,145.44; contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (OMNIA PARTNERS [COBB COUNTY] IT PRODUCTS AND SERVICES [#23-6692-03]).

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Insight 924032 PRCC\\_Redacted.pdf](#)  
[Quotation #0227680336 - DuPage County ETSB.PDF](#)  
[23-6692-03\\_Insight\\_MAD\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo
<b>SECONDER:</b>	Joseph Maranowicz

7.E.4. [ETS-R-0068-24](#)

Recommendation for the approval of a contract purchase order to Insight Public Sector, Inc., PO 924033, for a one (1) year renewal of SolarWinds Network Monitoring maintenance and support, for a period of October 13, 2024 through October 13, 2025, for a contract total not to exceed \$7,683.34; contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (OMNIA PARTNERS [COBB COUNTY] IT PRODUCTS AND SERVICES [#23-6692-03]).

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Insight 924033 PRCC\\_Redacted.pdf](#)  
[Quotation #0227674323 - DuPage County ETSB.PDF](#)  
[23-6692-03\\_Insight\\_MAD\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeena Yoo

**SECONDER:** Jessica Robb

7.E.5. [ETS-R-0072-24](#)

Recommendation for the approval of a contract to Monday.com, PO 924034, for a two (2) year subscription of a project management tool for thirty (30) users for the period of December 2, 2024 through December 1, 2026, for an amount of \$26,582.40. Other Professional Services not suitable for competitive bid per 55 ILCS 5/5-1022(c). Vendor selected pursuant to DuPage County Procurement Ordinance 2-353(1)(b).

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Monday 924034 PRCC\\_Redacted.pdf](#)  
[Quote-MO-398829-5-Sep-2024-15-13-6.pdf](#)  
[Monday 924034 Vendor Ethics\\_Redacted.pdf](#)

**RESULT:** APPROVED  
**MOVER:** Yeena Yoo  
**SECONDER:** Erik Kramer

7.E.6. [ETS-R-0073-24](#)

Recommendation to encumber funds through Cellco Partnership dba Verizon Wireless in the County Finance software. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Public Utility)

On voice vote, all Members voted "Aye", motion carried.

**Attachments:** [Verizon 924036 PRCC\\_Redacted.pdf](#)  
[Assigned Datacards FY24.pdf](#)

**RESULT:** APPROVED  
**MOVER:** Michael Tillman  
**SECONDER:** Yeena Yoo

7.F. **FY2025 Budget**

7.F.1. [ETS-R-0071-24](#)

Annual Appropriation Resolution for the Emergency Telephone System Board of DuPage, State of Illinois, for the Fiscal Period beginning December 1, 2024 and ending November 30, 2025.

Vice Chair Franz questioned whether the memorandum was posted online as part of the agenda. Ms. Zerwin answered, no. Vice Chair Franz asked that distribution of the memos to the general public be revisited at a future date for discussion. Ms. Zerwin said that as a Member, they may distribute the memorandums to their representative agencies. She said

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this has been the method the seated Board representatives have preferred.

A PowerPoint presentation was shared onscreen. The first slide was for new capital which included a previously unreviewed software called Prepared. Ms. Zerwin said that at a recent conference, she and other attendees were introduced to Prepared which she and the PSAP Directors, Members Hernandez and Robb, felt had merit. Ms. Zerwin said that Prepared had some overlapping features with RapidSOS, which had been pulled from the agenda for approval. In conjunction with the strategic plan, the Directors would be investigated the current software for overlap and redundancy and determine which products they wanted to recommend to the Board. She said the Capital Software account line included the cost for Prepared as a budgetary number.

The Budget presentation included an overview of the Operational budget which showed a decrease of 7%, however, that was because \$2M was carried over in the FY24 budget for the PSAP IGA. Vice Chair Franz asked if there were funds in the budget for the PSAP IGA for FY25, to which Ms. Zerwin answered yes, and said would be discussed later in the presentation.

Ms. Zerwin then reviewed the personnel, commodities, and contractual line items. Ms. Zerwin said the County Board Chair had recommended a 3.5% COLA in her budget presentation. Ms. Zerwin said the personnel line items reflected the adjustment to 3.5% which amounted to an increase of \$6,343 from the last time the Members had the budget.

Ms. Zerwin said the contractual lines show a decrease because the \$2M for the IGA in FY24 was removed and said indicated to Vice Chair Franz that the \$1M has been budgeted for FY25 for the IGA was reflected in the contractual line items. The \$1M has also be projected across the next eight years.

Ms. Zerwin said that County Board had asked agencies and departments to review their costs labeled as Miscellaneous. Ms. Zerwin indicated that staff recommended reductions totaling \$95,000. She reviewed the budgeted amounts in the various line items and how they had been adjusted for FY25.

Ms. Zerwin then discussed the rework of the 54199: Capital Contingencies table and the funding formula utilized based on the useful life of each project and the true up of the funds saved to replace the corresponding equipment. Discussion ensued regarding questions of saving for radio costs, projections through the future fiscal years, revenue including the payout from the State the last three years and the investments made by the County Treasurer, and capital contributions.

Ms. Zerwin reviewed the requested Appropriation for FY25 stating it looks as if ETSB is spending a lot, however, that the Capital Contingencies line item is healthy. She said the Treasurer reported ETSB as having approximately \$45M, along with \$14M in annual surcharge revenue and operating costs of approximately \$13M, Ms. Zerwin said that ETSB is not quite budget neutral in terms of what is being collected versus the operating costs.

Member Robb questioned the large cost of Prepared as when the PSAP Directors had the chance to review the product, they had not yet been provided with the costs associated with implementation. Ms. Zerwin explained that the highest cost was added to the budget as a budgetary number and that not all costs would be an ETSB cost. She also restated that the budgetary amount included costs for programs for the municipal and county partners as ETSB has historically helped to fund those programs which would be budget neutral.

Vice Chair Franz questioned the amount budgeted for the PSAP IGA.

Member Swanson left the meeting at 9:50 am.

The final slide of the presentation contained questions of outstanding consensus items. Ms. Zerwin reviewed the slide, which contained questions regarding the PSAP grants, the COLA, dates for approval of the budget to remain within the County timeline, and Executive Session in which personnel would be discussed and would not affect the budget being presented today. Ms. Zerwin then asked for questions. Member Yoo questioned whether the ETSB budget goes before Finance and review by County Board. Chair Schwarze said that Ms. Zerwin works very closely with County Finance. Ms. Zerwin said the ETSB budget presentation is scheduled for November 12. She said that as an agency of the County, the County Board approves the ETSB appropriation and headcount but that there is no further obligation in the ordinance although we all work together. Member Yoo then questioned the 3.5% COLA that was suggested by County Board and whether there was any ordinance to follow that suggestion. Chair Schwarze said there is not and that in his four years, typically ETSB follows the County Board recommendation. Other members of the board echoed support of that practice.

Vice Chair Franz questioned the other \$800,000 in the line item with the \$1M for the PSAP IGA. Vice Chair Franz said he thought the goal was to keep the IGA contribution at \$2M annually and said the \$1.8M in the line was close to the \$2M. Ms. Zerwin discussed strategic planning and overlap of services within the PSAPs, technological changes over the last number of years since systems were implemented and how they could work today, and the efficient use of funds. There was further discussion of the Prepared software versus the cost of RapidSOS and the budgetary costs included as a placeholder in case the PSAPs decide this is the product they prefer, as well as the ETSB process in following County Procurement procedures for a new product. Member Tillman shared his opinion of Prepared and said it would enhance the efficiencies in the PSAPs and quality of services that he was in agreement with budgeting the costs. Vice Chair Franz thought that the cost, which had not been vetted by the Ad Hoc Finance Committee or the Policy Advisory Committee, should be budgeted for FY26 and that more dollars should be allocated to the PSAP IGA in FY25, directly. Chair Schwarze asked the PSAP Directors if they had anything to add. Member Hernandez said they had not had an opportunity to do a deep dive but that the translation service was amazing and reduced time from the dispatch. Member Robb said there are services offered by RapidSOS at a lower cost but that after reading the memorandum regarding Prepared, she said there were

many features for the field responders she was unaware of from the introductory presentation provided which focused on the PSAPs.

Ms. Zerwin went back to the original question of the other \$800,000 in the line item and provided those contract details.

Chair Schwarze asked for any other questions, to which there were none. Chair Schwarze asked for a consensus of 3.5% for COLA and the Members concurred. Chair Schwarze said he did not recall a discussion of budgeting more than \$1M and that that discussion could be had at a later date. He asked for consensus on the \$1M that was budgeted and reflected in the memorandum. Vice Chair Franz said he did not agree. Member Maranowicz said he respected the position of Vice Chair Franz, but that \$2M was never talked about in the Ad Hoc Finance Committee, it had always been \$1M and had seemed that everyone had been agreeable. He said in the eleventh hour, it would be very difficult to ask for more. Member Maranowicz said that in years prior, it had always been discussed as \$1M. Vice Chair Franz said the first year was \$2M. Member Maranowicz said he believed that was to make up for the first year that the IGA had not been signed and that there was a previous \$1M added to make up for that. Vice Chair Franz said he could be the outlier but that without setting aside funds for radios, they should help the PSAPs as much as they can. Chair Schwarze asked if the \$1M was in the IGA. Ms. Zerwin said it was not a specified amount. Chair Schwarze asked for a consensus of \$1M for FY25 to which he received consensus. Chair Schwarze asked about Prepared. Ms. Zerwin spoke to the question in terms of the capital budgetary number, not specifically that the chosen product would be Prepared. She said the appropriation could be amended on the floor, but that nothing is being purchased today. A short discussion ensued regarding whether the funding could be moved to another line item and be repurposed, perhaps for the PSAP IGA if \$1M is unspent in FY25. Vice Chair Franz thought the approach could be workable and asked that the motion reflect the discussion. Chair Schwarze said the discussion would be reflected in the minutes.

Chair Schwarze noted that Member Swanson had to leave because of a family emergency.

On roll call, all Members voted “Aye”, motion passed.

**Attachments:** [FY25 Budget Detail.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	David Schar
<b>SECONDER:</b>	Robert Toerpe
<b>AYES:</b>	Schwarze, Franz, Hernandez, Kramer, Maranowicz, Robb, Schar, Tillman, Toerpe, and Yoo
<b>ABSENT:</b>	Eckhoff, and Swanson

[24-2898](#)

FY25 Budget Presentation

**Attachments:**     [ETSB Budget Overview Ad Hoc October 2024.pdf](#)

**7.G. Police and Fire Templates**

7.G.1. [24-2414](#)

Police and Fire Templates

Member Schar made a motion, seconded by Member Kramer, to approve the naming conventions and templates for police and fire radios for the DuPage Emergency Dispatch Interoperable Radio System as recommended by the Policy Advisory Committee and authorize the Policy Advisory Committee to make operational changes to the templates as necessary bringing any substantive changes back to the ETS Board for approval.

PAC Chair Selvik reviewed the work of the police and fire focus groups over the last couple months on the templates. He said that in previous years there had been a consensus and approval to standardize the naming conventions but that today there were different people involved from the PSAPs and that the vision had changed. He said the focus groups worked through the changes and while there would be some loss of standardization throughout the County, the templates have been heavily vetted by the PSAPs, there had been numerous discussions with the DuPage chiefs, the focus groups members had been available on the ETSB radio podcasts to put the information out there to the agencies, and users were invited to attend the PAC meeting on October 7 to ask questions or provide feedback. PAC Chair Selvik said that for the most part, DU-COMM would be reverting to the original naming conventions, whereas ACDC would be moving forward with the previously approved plan. PAC Chair Selvik provided examples of some of the changes. He said Chief Dina and Rivas did a phenomenal job getting the PAC to their position for the current Members to move forward. PAC Chair Selvik said the goal is to have the naming conventions approved so the Members could focus on encryption and the process. He said this is the PAC's final recommendation to the ETS Board and referenced the motion to allow for any minor adjustments, as needed, to move forward. PAC Chair Selvik commended the management of the templates by Mr. Connolly of the Village of Addison and Mr. Maplethorpe of DU-COMM. He then asked for any questions.

Member Eckhoff entered the meeting at 10:19am.

Chair Schwarze asked how the PSAPs are affected by the naming convention difference if one PSAP were dispatching for the other. Member Hernandez said it would be a little different as they will not be standardized. Member Robb said a radio channel is a radio channel regardless of what PSAP the Telecommunicator is sitting at.

Chair Schwarze thanked PAC Chair Selvik and Vice Chair Johl. Chair Schwarze asked, all in favor, to which all Members voted "Aye", motion carried.

Chair Schwarze asked if the PAC representatives had anything further to add, to which they had nothing further. Chair Schwarze questioned then that the next step was to finalize encryption and deploy fire radios. PAC Vice Chair Johl said once the encryption keys are decided, they could be loaded into the portable radios and rolled out.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	David Schar
<b>SECONDER:</b>	Erik Kramer

**8. DEDIR SYSTEM**

This item was discussed under the previous Agenda Item 7.G.1. Police and Fire Templates.

**8.A. Police**

**8.B. Fire**

**9. DU PAGE ETSB 9-1-1 SYSTEM DESIGN**

Ms. Zerwin had nothing beyond what was reported in the monthly report unless there were questions.

**10. OLD BUSINESS**

Vice Chair Franz asked about the issue with the Customer Premise Equipment cutover for ACDC and the AT&T After Action Report that had been disseminated. Ms. Zerwin provided a brief background of the system design and what happens when a call comes in and how information is provided to the Telecommunicator as to which Police, Fire, and/or EMS should respond. She said that with the ACDC cutover, some of the ESNs that should have stayed with DU-COMM ended up being moved to ACDC. Ms. Zerwin said that ACDC identified the issue and that the fix by AT&T was not correctly fixed the first time which caused a bottleneck at DU-COMM. Ms. Zerwin said a preliminary report had been provided with what was known today, but that information from AT&T usually takes about 30 days. Ms. Zerwin said assurances would be needed from AT&T before the DU-COMM cutover, so this does not recur. She said to that end, there are weekly meetings with AT&T and discussions with the higher levels within the organization as the response from the AT&T project manager was less than desired and has since been somewhat removed and replaced with two other managers. Ms. Zerwin said DuPage is the largest consolidated system in the state of Illinois, which is why we are at the end of the statewide project because of the complexity of what we have and the size of what we do. She said the full impact of what occurred may not be known for a while but there are things we want to know before we get to the next phase. Ms. Zerwin asked if the PSAP Directors had anything to add.

Vice Chair Franz questioned if the date for DU-COMM could be pushed back if the answers are not received by a certain time. Ms. Zerwin said it would be hard to push the date back so the need for answers had been made very clear. Ms. Zerwin said some of the answers had been received and that on the last call, Mr. Maplethorpe of DU-COMM had said he was fairly comfortable with how everything was checking out. Ms. Zerwin briefly reviewed the



identification of the ESNs and Member Robb added that with those identifications and if operational readiness testing passes with AT&T, then she believed DU-COMM would feel comfortable moving forward.

**11. NEW BUSINESS**

There was no new business.

**12. EXECUTIVE SESSION**

Chair Schwarze said ETSB is going into Executive Session Pursuant to Section 5 ILCS 120/2(c) (1) for the purpose of considering the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

At 10:26am, a motion was made by Member Maranowicz, seconded by Member Tillman, for ETSB to enter into Executive Session. On roll call, all "Ayes", motion carried. Pursuant to the carried vote, ETSB entered Executive Session.

Chairman Schwarze said the Board would return afterwards to conduct business.

**12.A. Minutes Review Pursuant to 5 ILCS 120/2 (C) (21)**

**12.B. Personnel Matters Pursuant to 5 ILCS 120/2 (C ) (1)**

ETSB is going into Executive Session Pursuant to Section 5 ILCS 120/2(c)(1) for the purpose of considering the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body

**12.C. Security Procedures and the Use of Personnel and Equipment Pursuant to 5 ILCS**

**12.D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)**

**13. MATTERS REFERRED FROM EXECUTIVE SESSION**

Member Maranowicz left the meeting at 11:01am.

The regular session of the ETSB reconvened at 11:07am. On roll call, Members Schwarze, Franz, Eckhoff, Hernandez, Kramer, Robb, Schar, Tillman, Toerpe, and Yoo were present. Members Maranowicz and Swanson were absent.

Chair Schwarze asked for a motion to increase the salaries of ETSB personnel before COLA as follows:

- Deputy Director of IT Taormina by \$3,752.94
- Operations Administrator Kraus by \$26,960.69
- CAD Administrator Cieplinski by \$3,175.22
- Senior Network Analyst Furmanski by \$373.85
- Data Analyst 911 Systems Bhatt by \$1,112.13
- Add an Administrative Assistant position for \$60,000.00
- Executive Director Zerwin by \$7,583.03.

A motion was made by Member Eckhoff, seconded by Member Toerpe. On voice vote, all Members voted "Aye", motion carried.

**14. ADJOURNMENT**

**14.A. Next Meeting: Wednesday, November 13 at 9:00am in 3-500B**

Without objection, the meeting of the ETSB was adjourned at 11:09am.

Respectfully submitted,

Jean Kaczmarek



# ETSB PAC Other Action Item

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

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**File #:** 24-2943

**Agenda Date:** 11/13/2024

**Agenda #:** 6.E.1.

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# Emergency Telephone System Board of DuPage County Policy Advisory Committee (PAC) 2025 Meeting Schedule



DATE	TIME	LOCATION
January 6, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
February 3, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
March 3, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
April 7, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
May 5, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
June 2, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
July 7, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
August 4, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
September 8, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
October 6, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
November 3, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A
December 1, 2025	8:15 am	DuPage County Administration Bldg, Room 3-500A



## ETSB Other Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 24-2992

**Agenda Date:** 11/13/2024

**Agenda #:** 6.E.2.

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# Emergency Telephone System Board of DuPage County ETS Board 2025 Meeting Schedule



DATE	TIME	LOCATION
January 8, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
February 12, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
March 12, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
April 9, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
May 14, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
June 11, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
July 9, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
August 13, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
September 10, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
October 8, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
November 12, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B
December 10, 2025	9:00 am	DuPage County Administration Bldg, Room 3-500B



## ETSB Other Action Item

421 N. COUNTY FARM  
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**File #:** 24-2993

**Agenda Date:** 11/13/2024

**Agenda #:** 7.A.1.

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## Payment of Claims

421 N. COUNTY FARM  
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**File #:** 24-2994

**Agenda Date:** 11/13/2024

**Agenda #:** 7.B.1.

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# EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY

Consolidated 9-1-1 Services for DuPage County  
421 N. County Farm Road, Wheaton, Illinois 60187  
630-550-7743 ETSB911@dupagecounty.gov

**BOARD MEMBERS:**

**Mr. Greg Schwarze**  
Chairman  
DuPage County Board  
Representative

**Mr. Mark Franz**  
Vice Chairman  
Village of Glen Ellyn  
DuPage Mayors & Managers  
Conference Representative

**Mrs. Gwen Henry, Ex-Officio**  
DuPage County Treasurer

**Ms. Jean Kaczmarek, Ex-Officio**  
Secretary - DuPage County Clerk

**Mr. Grant Eckhoff**  
DuPage County Board  
Representative

**Ms. Marilu Hernandez**  
Addison Consolidated Dispatch  
Center  
(ACDC) Representative

**Chief Patrick Johl**  
Wood Dale Fire Protection District  
DuPage County Fire Chiefs  
Association Representative

**Mr. Joseph Maranowicz**  
Village of Addison  
DuPage Mayors & Managers  
Conference Representative

**Deputy Chief Dan McCarthy**  
DuPage Sheriff's Office  
Representative

**Ms. Jessica Robb**  
DuPage Public Safety  
Communication  
(DU-COMM) Representative

**Chief David Schar**  
Village of Winfield  
DuPage County Police Chief

**Mr. Michael G. Tillman, RPL**  
Superior Air-Ground Ambulance  
Services Inc.  
Emergency Services Representative

**Vacant**  
Public Representative

**Ms. Yeena Yoo**  
DuPage County Board  
Representative

**Ms. Linda Zerwin**  
Executive Director  
9-1-1 System Coordinator

**TO:** DuPage County Finance Department

**FROM:** Greg Schwarze, Chairman  
Emergency Telephone System Board of DuPage County

**DATE:** November 13, 2024

**SUBJECT:** ETSB Inter-department Claims FY24 November 13, 2024

The Inter-fund transfer for Payment of Claims as detailed on the following page has been approved by the ETS Board at a meeting held on November 13, 2024.

FY2024 Total Inter-fund Payment of Claims: \$180,657.78

APPROVED BY:

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

ATTEST:

\_\_\_\_\_  
Secretary

# DUPAGE EMERGENCY TELEPHONE SYSTEM BOARD | 9-1-1

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<u>Object Code</u>	<u>Services</u>	<u>Department</u>	<u>Amount</u>	<u>PO/Resolution</u>
5820-53000	Accounting Svcs	Finance / CPA	\$34,000.00	Invoice #ETSB20241016
5820-53000	Accounting Svcs	Finance / A/P	\$18,000.00	Invoice #ETSB20241016
5820-53000	Audit Review	County Auditor	\$25,000.00	Invoice #ETSB20241016
5820-53030	Legal Svcs	State's Attorney	\$60,000.00	Invoice #ETSB20241016
5820-53400	Shelter Lease	Facilities Mgmt	\$8,580.00	Invoice #KBFY2024
5820-53090	Network/DuJIS	IT	\$35,000.00	Invoice #110424
5820-52200	Copy Paper	Mailroom	\$77.78	Invoice #1279424821



# EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY

Consolidated 9-1-1 Services for DuPage County  
421 N. County Farm Road, Wheaton, Illinois 60187  
630-550-7743 ETSB911@dupagecounty.gov

**BOARD MEMBERS:**

**Mr. Greg Schwarze**

Chairman  
DuPage County Board  
Representative

**Mr. Mark Franz**

Vice Chairman  
Village of Glen Ellyn  
DuPage Mayors & Managers  
Conference Representative

**Mrs. Gwen Henry, Ex-Officio**

DuPage County Treasurer

**Ms. Jean Kaczmarek, Ex-Officio**

Secretary - DuPage County Clerk

**Mr. Grant Eckhoff**

DuPage County Board  
Representative

**Ms. Marilu Hernandez**

Addison Consolidated Dispatch  
Center  
(ACDC) Representative

**Chief Patrick Johl**

Wood Dale Fire Protection District  
DuPage County Fire Chiefs  
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DuPage Public Safety  
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Village of Winfield  
DuPage County Police Chief

**Mr. Michael G. Tillman, RPL**

Superior Air-Ground Ambulance  
Services Inc.  
Emergency Services Representative

**Vacant**

Public Representative

**Ms. Yeena Yoo**

DuPage County Board  
Representative

**Ms. Linda Zerwin**

Executive Director  
9-1-1 System Coordinator

**TO:** DuPage County Treasurer's Office  
**FROM:** Greg Schwarze, Chairman  
Emergency Telephone System Board of DuPage County  
**DATE:** November 13, 2024  
**SUBJECT:** ETSB Payment of Claims List FY24 – November 13, 2024

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on November 13, 2024. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated November 1, 2024.

<u>FY2024 Equalization Fund (4000-5820):</u>	\$	1,407,044.73
<b>Total:</b>	\$	1,407,044.73

APPROVED BY:

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

ATTEST:

\_\_\_\_\_  
Secretary

**EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY  
FY24 EXPENDITURE VS. BUDGET**

COMP	AU	Account	Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
				APPROPRIATION	BUDGET	EXPENDED	ENCUMBERED	AVAILABLE	EXPENDED	REMAINING
4000	5820	50000-0000	REGULAR SALARIES	\$ 1,004,362	\$ 1,004,362	\$ 856,556	\$ -	\$ 147,805.90	85%	15%
4000	5820	50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 10,000	\$ 10,000	\$ 9,070	\$ -	\$ 930.36	91%	9%
4000	5820	51000-0000	BENEFIT PAYMENTS	\$ 13,525	\$ 13,525	\$ 1,691.55	\$ -	\$ 11,833.65	13%	87%
4000	5820	51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 82,559	\$ 82,559	\$ 71,034.15	\$ -	\$ 11,524.41	86%	14%
4000	5820	51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 76,834	\$ 76,834	\$ 63,044.26	\$ -	\$ 13,789.44	82%	18%
4000	5820	51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 220,480	\$ 220,480	\$ 117,839.28	\$ -	\$ 102,641.09	53%	47%
4000	5820	51050-0000	FLEXIBLE BENEFIT EARNINGS	\$ 4,000	\$ 4,000	\$ 50.00	\$ -	\$ 3,950.00	1%	99%
4000	5820	52000-0000	FURN/MACH/EQUIP SMALL VALUE	\$ 39,000	\$ 39,000	\$ -	\$ -	\$ 39,000.00	0%	100%
4000	5820	52100-0000	I.T. EQUIPMENT-SMALL VALUE	\$ 77,500	\$ 77,500	\$ 14,662.30	\$ 49,657.37	\$ 13,180.33	19%	17%
4000	5820	52200-0000	OPERATING SUPPLIES & MATERIALS	\$ 2,000	\$ 2,000	\$ 861.02	\$ -	\$ 1,138.98	43%	57%
4000	5820	52210-0000	FOOD AND BEVERAGE	\$ 750	\$ 750	\$ 565.09	\$ -	\$ 184.91	75%	25%
4000	5820	52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$ 153,819	\$ 153,819	\$ 110,119.11	\$ 10,542.58	\$ 33,157.19	72%	22%
4000	5820	52260-0000	FUEL & LUBRICANTS	\$ 2,500	\$ 2,500	\$ 365.71	\$ -	\$ 2,134.29	15%	85%
4000	5820	52270-0000	MAINTENANCE SUPPLIES	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000.00	0%	100%
4000	5820	52280-0000	CLEANING SUPPLIES	\$ 500	\$ 500	\$ 68.63	\$ -	\$ 431.37	14%	86%
4000	5820	53000-0000	AUDITING & ACCOUNTING SERVICES	\$ 108,920	\$ 108,920	\$ 31,800.00	\$ -	\$ 77,120.00	29%	71%
4000	5820	53020-0000	I.T. SERVICES	\$ -	\$ 46,800	\$ 46,800.00	\$ -	\$ -	100%	0%
4000	5820	53030-0000	LEGAL SERVICES	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 60,000.00	0%	100%
4000	5820	53040-0000	INTERPRETER SERVICES	\$ 24,000	\$ 32,000	\$ 23,609.03	\$ 5,196.17	\$ 3,194.80	74%	10%
4000	5820	53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$ 102,000	\$ 55,200	\$ 2,840.00	\$ 500.00	\$ 51,860.00	5%	94%
4000	5820	53130-0000	PUBLIC LIABILITY INSURANCE	\$ 122,813	\$ 122,813	\$ 110,265.00	\$ -	\$ 12,547.53	90%	10%
4000	5820	53200-0000	NATURAL GAS	\$ 3,700	\$ 3,700	\$ -	\$ -	\$ 3,700.00	0%	100%
4000	5820	53210-0000	ELECTRICITY	\$ 25,000	\$ 25,000	\$ 15,705.40	\$ -	\$ 9,294.60	63%	37%
4000	5820	53220-0000	WATER & SEWER	\$ 500	\$ 500	\$ -	\$ -	\$ 500.00	0%	100%
4000	5820	53250-0000	WIRED COMMUNICATION SERVICES	\$ 1,247,387	\$ 1,247,387	\$ 459,237.74	\$ 714,012.48	\$ 74,136.38	37%	6%
4000	5820	53260-0000	WIRELESS COMMUNICATION SVC	\$ 1,815,152	\$ 1,815,152	\$ 1,293,174.17	\$ 340,888.80	\$ 181,089.03	71%	10%
4000	5820	53300-0000	REPAIR & MTCE FACILITIES	\$ 45,000	\$ 45,000	\$ 4,969.00	\$ -	\$ 40,031.00	11%	89%
4000	5820	53310-0000	REPAIR MAINT INFRASTRUCTURE	\$ 50,000	\$ 50,000	\$ 856.00	\$ -	\$ 49,144.00	2%	98%
4000	5820	53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$ 647,861	\$ 647,861	\$ 9,071.82	\$ 20,913.36	\$ 617,875.80	1%	95%
4000	5820	53400-0000	RENTAL OF OFFICE SPACE	\$ 20,580	\$ 20,580	\$ -	\$ -	\$ 20,580.00	0%	100%
4000	5800	53410-0000	RENTAL OF MACHINERY & EQUIPMENT	\$ 19,605	\$ 19,605	\$ -	\$ 7,770.31	\$ 11,834.69	0%	60%
4000	5820	53500-0000	MILEAGE EXPENSE	\$ 2,000	\$ 2,000	\$ 853.58	\$ -	\$ 1,146.42	43%	57%
4000	5820	53510-0000	TRAVEL EXPENSE	\$ 100,000	\$ 100,000	\$ 11,526.34	\$ -	\$ 88,473.66	12%	88%
4000	5820	53600-0000	DUES & MEMBERSHIPS	\$ 1,508	\$ 1,508	\$ 669.00	\$ -	\$ 839.00	44%	56%
4000	5820	53610-0000	INSTRUCTION & SCHOOLING	\$ 110,000	\$ 110,000	\$ 31,885.00	\$ 24,000.00	\$ 54,115.00	29%	49%
4000	5820	53800-0000	PRINTING	\$ 5,000	\$ 5,000	\$ 158.00	\$ -	\$ 4,842.00	3%	97%
4000	5820	53800-0001	PRINTING (new)	\$ -	\$ 5,000	\$ 3,782.32	\$ 973.59	\$ 244.09	76%	5%
4000	5820	53801-0000	ADVERTISING	\$ 3,000	\$ 3,000	\$ 41.40	\$ -	\$ 2,958.60	1%	99%
4000	5820	53803-0000	MISCELLANEOUS MEETING EXPENSE	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ 1,500.00	0%	100%
4000	5820	53804-0000	POSTAGE & POSTAL CHARGES	\$ 3,000	\$ 3,000	\$ 692.44	\$ -	\$ 2,307.56	23%	77%
4000	5820	53805-0000	OTHER TRANSPORTATION CHARGES	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
4000	5820	53806-0000	SOFTWARE LICENSES (revised)	\$ 2,821,721	\$ 2,821,721	\$ 2,014,009.35	\$ 673,336.47	\$ 134,374.70	71%	5%
4000	5820	53807-0000	SOFTWARE MAINT AGREEMENTS (revised)	\$ 952,564	\$ 952,564	\$ 469,728.12	\$ 50,186.22	\$ 432,649.30	49%	45%
4000	5820	53808-0000	STATUTORY & FISCAL CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%
4000	5820	53810-0000	CUSTODIAL SERVICES	\$ 53,000	\$ 53,000	\$ 40,000.00	\$ -	\$ 13,000.00	75%	25%
4000	5820	53830-0000	OTHER CONTRACTUAL EXPENSES	\$ 3,705,085	\$ 3,705,085	\$ 555,701.92	\$ 349,727.08	\$ 2,799,656.00	15%	76%
4000	5820	54100-0000	IT EQUIPMENT	\$ 43,160	\$ 213,078	\$ 213,077.50	\$ -	\$ 0.50	100%	0%
4000	5820	54100-0700	IT EQUIPMENT - CAPITAL LEASE (new)	\$ -	\$ 12,000	\$ 8,427.90	\$ -	\$ 3,572.10	70%	30%
4000	5820	54107-0000	SOFTWARE (new)	\$ 29,000	\$ 82,979	\$ 67,659.81	\$ 14,681.50	\$ 637.69	82%	1%
4000	5820	54110-0000	EQUIPMENT AND MACHINERY	\$ 730,572	\$ 8,495,638	\$ 7,866,650.26	\$ -	\$ 628,987.51	93%	7%
Total				\$ 14,544,455	\$ 22,558,418	\$ -	\$ 2,262,386	\$ 5,766,914	0%	26%
<b>EXPENDITURES FOR PERIOD: November 13, 2024</b>						<b>\$ 1,407,044.73</b>		<b>Internal Transfer:</b>		
COMP	AU	Account	Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
				APPROPRIATION	BUDGET	TRANSFERRED	ENCUMBERED	BALANCE	EXPENDED	REMAINING
4000	5820	53828-0000	CONTINGENCIES (xfers to Personnel/Contracts/Commodities)	\$ 300,000.00	\$ 300,000.00	\$ (137,350.00)		\$ 162,650.00	-46%	54%
4000	5820	54199-0000	CAPITAL CONTINGENCY (xfers to Capital)	\$ 29,072,674	\$ 29,072,674	\$ (7,988,963.00)	\$ (1,900,000.00)	\$ 19,183,711.00	-27%	66%



# OFFICE OF THE COUNTY AUDITOR

**Bill White, JD, CIA**  
*DuPage County Auditor*

421 N. County Farm Road  
Wheaton, Illinois 60187  
(630) 407-6075  
[www.dupagecounty.gov/auditor](http://www.dupagecounty.gov/auditor)

To: Hon. Greg Schwarze, Chairman  
DuPage County Emergency Telephone System Board (ETSB)  
  
ETSB Members

From: Bill White, J.D., C.I.A. *WFW*  
County Auditor

Subject: Internal Audit of Accounts Payable  
#24-66

Date: November 5, 2024

The Office of the County Auditor has completed a limited scope internal audit of the transaction processing of ETSB invoices submitted for payment. The audit identified four exceptions that required correction by the ETSB or Finance Department.

All of the invoices submitted have been reviewed and released for payment by the County Auditor. The results of the audit are presented below.

## **Results**

My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the November 13, 2024, Board Meeting. The invoices listed on the Bank Account Payment History Report dated November 1, 2024, have been examined and are recommended for payment. The total amount of the expenditures is \$1,407,044.73:

- FY2024 Equalization Fund (4000-5820) \$1,407,044.73

Four exceptions were identified by the County Auditor.

An Insight Public Sector, Inc. invoice for \$7,683.34 for software technical support services was entered by the Finance Department into the MHC system without the company number, accounting unit, and purchase order information. The County Auditor disapproved the invoice on October 23, 2024. The Finance Department re-entered the missing information and resubmitted the invoice to the County Auditor for approval on October 24, 2024. The County Auditor recommended the invoice for payment on October 28, 2024.

An AT&T invoice for \$1,034.04 for long-distance phone services was entered by the Finance Department into the MHC system with an incorrect invoice number and without the purchase order information. The County Auditor disapproved the invoice on October 25, 2024. The Finance Department corrected the invoice number, re-entered the missing information, and resubmitted the invoice to the County Auditor for approval on October 25, 2024. The County Auditor recommended the invoice for payment on October 28, 2024.

A Comcast invoice for \$38,570.17 for internet network charges was entered by the Finance Department into the MHC system without the purchase order information. The County Auditor disapproved the invoice on October 25, 2024. The Finance Department re-entered the missing information and resubmitted the invoice to the County Auditor for approval on October 25, 2024. The County Auditor recommended the invoice for payment on October 28, 2024.

A travel reimbursement for Prithvi Bhatt for \$977 was submitted by the ETSB without the conference registration payment supporting documentation attached to the reimbursement request. The County Auditor disapproved the invoice on October 24, 2024. The ETSB provided the missing documentation and resubmitted the invoice to the County Auditor for approval on October 28, 2024. The County Auditor recommended the invoice for payment on October 29, 2024.

### **Objective**

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The County Auditor will perform a series of procedures designed to evaluate the internal controls involved in the processing of transactions in the accounts payable system. The actual procedures performed will depend upon the County Auditor's assessment of risks associated with the transactions.

### **Background/Audit Scope**

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Invoices and the related supporting documentation are initially prepared and submitted for payment processing by County departments to the centralized accounts payable function administered by the Finance Department.

The County Auditor performs audit procedures on the payment documentation after the information has been entered into the accounts payable system by the Finance Department. These procedures include reviewing the scanned images of the invoice and supporting documentation and comparing it to the information entered into the system. Significant discrepancies noted between the supporting documentation and the information recorded in the system are identified by the County Auditor as exceptions. In these situations, the County Auditor notifies the Finance Department of the problem. When the discrepancies are resolved, the County Auditor approves the invoice.

A Bank Account Payment History Report is generated by the Finance Department after the invoices have been approved and the County Auditor verifies that each of the recommended payments was properly posted to the County's General Ledger.

**Audit Findings and Recommendations**

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The County Auditor audited 30 invoices submitted for payment, four exceptions were identified.

The ETSB should verify the completeness of invoices prior to forwarding them to the Finance Department for entry into the ERP and MHC systems.

The Finance Department should verify the completeness and accuracy of invoices entered into the ERP and MHC systems prior to forwarding to the County Auditor for review and payment recommendation.

The ETSB should continue to regularly review available ERP reports and real-time transaction information to monitor the progress of invoices submitted for payment to preclude the potential for incorrect payments.

Thank you for your continued assistance.

cc: Linda Zerwin, Executive Director  
Jeff Martynowicz, Chief Financial Officer

# Bank Account Payment History

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AP255 Date: 11/01/24  
Time: 12:01

JOB SUBMISSION PARAMETERS

User Name: DP\FNDMD  
Job Name: AP255-4000  
Step Nbr: 1

Pay Group: 4000  
Cash Code: 1414          Class C Accounts Payable  
Payment Date: 110124 - 110124  
Payment Numbers:                -  
Payment Code:



# Bank Account Payment History

AP255 Date 11/01/24  
Time 12:01

Pay Group 4000 ETSB PAY GROUP  
Bank Account Payment History

USD

Page 1

Cash Code 1414 Bank 071923909  
Payment Code ACH  
Payment Date Range 11/01/24 thru 11/01/24  
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	533193	Payment Date	11/01/24	Vendor	10667	CDW GOVERNMENT INC	Status Issued	
10667 AB2G38A				IX 102	11/20/24	32.21	0.00	32.21
10667 SJ18568				IX 102	08/15/24	9,436.00	0.00	9,436.00
				*** Payment Total		9,468.21	0.00	9,468.21
Payment Number	533194	Payment Date	11/01/24	Vendor	10115	MOTOROLA SOLUTIONS CREDIT CO.	Status Issued	
10115 32967				IX 102	10/26/24	1,167,644.09	0.00	1,167,644.09
				*** Payment Total		1,167,644.09	0.00	1,167,644.09
Payment Number	533195	Payment Date	11/01/24	Vendor	44522	TOSHIBA AMERICA BUSINESS	Status Issued	
44522 6399479				IX 102	11/09/24	1,353.26	0.00	1,353.26
				*** Payment Total		1,353.26	0.00	1,353.26
Payment Number	533196	Payment Date	11/01/24	Vendor	20971	VOIANCE LANGUAGE SERVICES, LLC	Status Issued	
20971 2024056476				IX 102	09/30/24	2,670.30	0.00	2,670.30
20971 2024069719				IX 102	10/30/24	2,519.19	0.00	2,519.19
				*** Payment Total		5,189.49	0.00	5,189.49
				*** Payment Code ACH Total		1,183,655.05	0.00	1,183,655.05
				Payment Count		4		

# Bank Account Payment History

AP255 Date 11/01/24  
Time 12:01

Pay Group 4000 ETSB PAY GROUP  
Bank Account Payment History

USD

Page 2

Cash Code 1414 Bank 071923909  
Payment Code CHK

Payment Date Range 11/01/24 thru 11/01/24  
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 10008	1200745 630495190209	Payment Date 2024	11/01/24	Vendor 10008 IX 102	10/16/24	307.89	0.00	307.89
				*** Payment Total		307.89	0.00	307.89
Payment Number 10008	1200746 630665711310	Payment Date 2024	11/01/24	Vendor 10008 IX 102	11/03/24	1,034.04	0.00	1,034.04
				*** Payment Total		1,034.04	0.00	1,034.04
Payment Number 10008	1200747 630R06015909	Payment Date 2024	11/01/24	Vendor 10008 IX 102	10/16/24	1,824.69	0.00	1,824.69
				*** Payment Total		1,824.69	0.00	1,824.69
Payment Number 10008	1200748 S667122122-24265	Payment Date 2024	11/01/24	Vendor 10008 IX 102	10/21/24	1,006.21	0.00	1,006.21
				*** Payment Total		1,006.21	0.00	1,006.21
Payment Number 10009	1200749 287316512139X10082024	Payment Date 2024	11/01/24	Vendor 10009 IX 102	10/30/24	402.65	0.00	402.65
				*** Payment Total		402.65	0.00	402.65
Payment Number 44449	1200750 44449 TRV20241020	Payment Date 2024	11/01/24	Vendor 44449 IX 102	10/24/24	977.00	0.00	977.00
				*** Payment Total		977.00	0.00	977.00
Payment Number 10023	1200751 6819698000 092324	Payment Date 2024	11/01/24	Vendor 10023 IX 102	10/23/24	222.29	0.00	222.29
				IX 102	10/17/24	1,299.27	0.00	1,299.27
				IX 102	11/15/24	955.17	0.00	955.17
				*** Payment Total		2,476.73	0.00	2,476.73
Payment Number 12382	1200752 12382 220622662	Payment Date 2024	11/01/24	Vendor 12382 IX 102	11/14/24	38,570.17	0.00	38,570.17
				*** Payment Total		38,570.17	0.00	38,570.17
Payment Number 11196	1200753 11196 8-645-82916	Payment Date 2024	11/01/24	Vendor 11196 IX 102	11/08/24	16.01	0.00	16.01
				*** Payment Total		16.01	0.00	16.01
Payment Number 10809	1200754 10809 1101214326	Payment Date 2024	11/01/24	Vendor 10809 IX 102	11/12/24	7,683.34	0.00	7,683.34
				*** Payment Total		7,683.34	0.00	7,683.34
Payment Number 42564	1200755 42564 TRV20241020	Payment Date 2024	11/01/24	Vendor 42564 IX 102	10/24/24	977.00	0.00	977.00
				*** Payment Total		977.00	0.00	977.00
Payment Number 37797	1200756 37797 101024	Payment Date 2024	11/01/24	Vendor 37797 IX 102	11/09/24	9,000.00	0.00	9,000.00

# Bank Account Payment History

AP255 Date 11/01/24  
Time 12:01

Pay Group 4000 ETSB PAY GROUP  
Bank Account Payment History

USD

Page 3

Cash Code 1414 Bank 071923909  
Payment Code CHK

Payment Date Range 11/01/24 thru 11/01/24  
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	1200756	Payment Date	11/01/24	Vendor	37797	LILLY, MICHELLE MARIE	Status Issued	
				*** Payment Total		9,000.00	0.00	9,000.00
Payment Number	1200757	Payment Date	11/01/24	Vendor	10115	MOTOROLA SOLUTIONS INC	Status Issued	
	10115 1187119215			IX 102	04/20/24	11,925.00	0.00	11,925.00
	10115 8330287364			IX 102	10/25/24	7,840.80	0.00	7,840.80
				*** Payment Total		19,765.80	0.00	19,765.80
Payment Number	1200758	Payment Date	11/01/24	Vendor	10115	MOTOROLA SOLUTIONS - STARCOM21	Status Issued	
	10115 8763220240903			IX 102	10/31/24	121,571.00	0.00	121,571.00
	10115 8763520240903			IX 102	10/31/24	7,762.00	0.00	7,762.00
				*** Payment Total		129,333.00	0.00	129,333.00
Payment Number	1200759	Payment Date	11/01/24	Vendor	43159	TAORMINA, GREGG	Status Issued	
	43159 EXP20240912			IX 102	10/25/24	175.00	0.00	175.00
				*** Payment Total		175.00	0.00	175.00
Payment Number	1200760	Payment Date	11/01/24	Vendor	20493	TOWER WORKS, INC	Status Issued	
	20493 68605			IX 102	08/30/24	840.00	0.00	840.00
				*** Payment Total		840.00	0.00	840.00
Payment Number	1200761	Payment Date	11/01/24	Vendor	11201	UNITED STATES POSTAL SERVICE	Status Issued	
	11201 34855593 083124 ETSB			IX 102	09/30/24	40.33	0.00	40.33
				*** Payment Total		40.33	0.00	40.33
Payment Number	1200762	Payment Date	11/01/24	Vendor	10597	VERIZON	Status Issued	
	10597 9974369764			IX 102	10/20/24	432.12	0.00	432.12
				*** Payment Total		432.12	0.00	432.12
Payment Number	1200763	Payment Date	11/01/24	Vendor	24817	VIAVI SOLUTIONS INC	Status Issued	
	24817 2940006628			IX 102	09/22/24	7,550.70	0.00	7,550.70
				*** Payment Total		7,550.70	0.00	7,550.70
Payment Number	1200764	Payment Date	11/01/24	Vendor	18942	ZERWIN, LINDA	Status Issued	
	18942 TRV20241020			IX 102	11/19/24	977.00	0.00	977.00
				*** Payment Total		977.00	0.00	977.00
				*** Payment Code CHK Total		223,389.68	0.00	223,389.68
				Payment Count		20		
				*** Cash Code 1414 Total		1,407,044.73	0.00	1,407,044.73
				Payment Count		24		
				*** Pay Group 4000 USD Total		1,407,044.73	0.00	1,407,044.73
				Payment Count		24		



ETSB Change Order with Resolution

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

File #: 24-2977

Agenda Date: 11/13/2024

Agenda #: 7.C.1.

RESOLUTION APPROVING CHANGE ORDER #4 TO PRIORITY DISPATCH  
TO INCORPORATE REVISED CONTRACT PAGES INTO PO 920110/4330-1  
(NON-MONETARY CHANGE ORDER)

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

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

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

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Change Order #4 to Purchase Order 920110/4330-1 to incorporate revised contract pages which reconcile individual training courses, redistribute funds for unused services, and allow for optional goods/services. This is a non-monetary change to the contract.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Change Order #4 to Purchase Order 920110/4330-1 dated November 1, 2024, covering said, incorporation of revised contract pages, be, and is hereby approved by the DU PAGE ETSB.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

GREG SCHWARZE, CHAIR

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

JEAN KACZMAREK, COUNTY CLERK



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Nov 1, 2024

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

<b>Purchase Order #:</b> 920110/4330-1	<b>Original Purchase Order Date:</b> Dec 1, 2019	<b>Change Order #:</b> 4	<b>Department:</b> ETSB
<b>Vendor Name:</b> Priority Dispatch		<b>Vendor #:</b> 10486	<b>Dept Contact:</b> Eve Kraus
<b>Background and/or Reason for Change Order Request:</b>	Request for Change Order #4 to Priority Dispatch to incorporate revised contract pages into PO 920110/4330-1. The changes will reconcile the quantity of individual training courses for FY25-26, edistribute funds allocated to the Quality Performance Review (QPR) program and place them under a One Voucher Plan and add optional goods/services. This is a non-monetary change order to the contract.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

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

INCREASE/DECREASE		
A	Starting contract value	\$2,456,480.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$2,456,480.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$0.00
E	New contract amount (C + D)	\$2,456,480.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	0.00%
DECISION MEMO NOT REQUIRED		

- Cancel entire order
- Close Contract
- Contract Extension (29 days)
- Consent Only
- Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_
- Price shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Decrease remaining encumbrance and close contract
- Increase encumbrance and close contract
- Decrease encumbrance
- Increase encumbrance

### DECISION MEMO REQUIRED

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

incorporate revised contract pages.

ek	630-550-7743	Nov 1, 2024	LMZ	630-878-2509	Nov 1, 2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date	<i>11-5-2024</i>	
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



**Decision Memo**  
**Procurement Services Division**

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

Date: Nov 1, 2024

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

Department Requisition #: 920110/4330-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: Priority Dispatch	Vendor #: 10486

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

Request for Change Order #4 to Priority Dispatch to incorporate revised contract pages into PO 920110/4330-1. The changes will reconcile the quantity of individual training courses for FY25-26, redistribute funds allocated to the Quality Performance Review (QPR) program and place them under a One Voucher Plan and add optional goods/services. This is a non-monetary change order to the contract.

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

Priority Dispatch protocols have been in use by the PSAPs since 2012. In June 2024, Protocol 41: Caller in Crisis (P41) was released in response to the rise in mental health distress calls. This new protocol requires one-time training for all Telecommunicators and is not in the current contract. Training quantities for courses have been adjusted, including P41, within a consolidated One Voucher Plan instead of individual certification quantities.

**Strategic Impact**

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

The adjustment of certifications and the continuation of attendees at the Navigator conferences provides a simpler process for registration as opposed to maintaining individual codes for each course, and the incorporation of P41 allows the PSAPs to keep up with required training. Some of the hardcopy materials of the protocols, cardsets, utilized by the PSAPs are worn while some of the cardsets trays are from the original procurement and do not fit the latest protocol cardsets. These resources have been added into the change order as optional products to replace the ones currently at each position within the PSAPs. AI SkillLab, has also been added as an optional new service should the PSAPs choose to utilize the service.

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

This contract was renewed in 2019 as a sole source as ETSB already owns several licenses through Priority Dispatch.

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

1. Approved Change Order #4 to reconcile the contract to the services implemented.
2. Deny Change Order #4 and not allow for required training and optional goods/services.

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

Sufficient funds are budgeted for the length of the contract in the amount of \$411,797 for FY25 and \$379,829 for FY26. The licensing and training costs within the new contract pages for the next two years is \$594,400.00, a decrease of \$197,226.00, not including any optional products. Upon expiration of this contract on November 30, 2026, any remaining funds within the contract will be released.

# QUOTE

# Priority Dispatch Corp.

110 Regent Street, Suite 500  
 Salt Lake City, UT 84111  
 USA  
[www.prioritydispatch.net](http://www.prioritydispatch.net)  
 Prepared By: Jon Stones  
 Phone: (800) 363-9127  
 Direct: Ext. 149  
 Email: jon.stones@prioritydispatch.net

Agency: DuPage County ETSB 911  
 Agency ID#: 9477  
 Quote #: Q-76404  
 Date: 11/1/2024  
 Offer Valid Through: 1/31/2025  
 Payment Terms: Net 30  
 Currency: USD

**Bill To:**  
 DuPage County ETSB 911  
 Linda Zerwin  
 421 N. County Farm Road  
 Wheaton, Illinois 60187-3978  
 United States

**Ship To:**  
 DuPage County ETSB 911  
 Linda Zerwin  
 421 N. County Farm Road  
 Wheaton, Illinois 60187-3978  
 United States

Product	Discipline	Qty	Amount
ProQA Backup/Test License Backup Software Licenses Offsite, backup location software	Medical;Fire	9	USD 19,800.00
The One Plan Maintenance Package System License Renewal, Services & Support	Medical;Fire	1	USD 269,700.00
Priority Dispatch System Annual Maintenance (P) EMD USS 2nd Language License Renewal, Service & Support for ProQA, AQUA, Cardsets, Tech Support and Upgrades	Medical	8	USD 5,600.00
Priority Dispatch System Annual Maintenance (P) EFD USS 2nd Language License Renewal, Service & Support for ProQA, AQUA, Cardsets, Tech Support and Upgrades	Fire	4	USD 2,800.00
Contract allowance/ credit for implementation contingencies and/or add-ons. Credit doesn't expire		1	USD 5,000.00
<b>PDC One Plan Maint, Trng, Srvs &amp; Support: 12/1/24 - 11/30/25 TOTAL:</b>			<b>USD 302,900.00</b>

Product	Discipline	Qty	Amount
The One Plan Maintenance Package System License Renewal, Services & Support	Medical;Fire	1	USD 277,500.00
Priority Dispatch System Annual Maintenance (P) EMD USS 2nd Language License Renewal, Service & Support for ProQA, AQUA, Cardsets, Tech Support and Upgrades	Medical	8	USD 6,000.00

"To lead the creation of meaningful change in public safety and health."

# QUOTE

# Priority Dispatch Corp.

Product	Discipline	Qty	Amount
Priority Dispatch System Annual Maintenance (P) EFD USS 2nd Language License Renewal, Service & Support for ProQA, AQUA, Cardsets, Tech Support and Upgrades	Fire	4	USD 3,000.00
Contract allowance/ credit for implementation contingencies and/or add-ons. Credit doesn't expire		1	USD 5,000.00
Shipping & Handling		1	USD 0.00
<b>PDC One Plan Maint, Trng, Srvs &amp; Support: 12/1/24 - 11/30/25 TOTAL:</b>			USD 291,500.00

<b>Subtotal</b>	USD 594,400.00
<b>Total</b>	USD 594,400.00

## Quote Notes

<b>Subtotal</b>	USD 594,400.00
<b>Discount</b>	USD 0.00
<b>Total</b>	USD 594,400.00

<b>Customer Signature:</b>		<b>Date:</b>	
<b>Customer Name:</b>		<b>Purchase Order ID:</b>	
<b>Expiration Date:</b>			

## TERMS AND CONDITIONS

This quote is valid for 120 days from date of issue. All prices quoted are exclusive of any applicable taxes, duties, or government assessments relating to this transaction, which are the sole obligation of Buyer. You can find it here: <https://prioritydispatch.net/licensing/>

"To lead the creation of meaningful change in public safety and health."



# QUOTE

# Priority Dispatch Corp.

110 Regent Street, Suite 500  
 Salt Lake City, UT 84111  
 USA  
[www.prioritydispatch.net](http://www.prioritydispatch.net)  
 Prepared By: Jon Stones  
 Phone: (800) 363-9127  
 Direct: Ext. 149  
 Email: jon.stones@prioritydispatch.net

Agency: DuPage County ETSB 911  
 Agency ID#: 9477  
 Quote #: Q-76652  
 Date: 11/1/2024  
 Offer Valid Through: 2/28/2025  
 Payment Terms: Net 30  
 Currency: USD

**Bill To:**  
 DuPage County ETSB 911  
 Linda Zerwin  
 421 N. County Farm Road  
 Wheaton, Illinois 60187-3978  
 United States

**Ship To:**  
 DuPage County ETSB 911  
 Linda Zerwin  
 421 N. County Farm Road  
 Wheaton, Illinois 60187-3978  
 United States

Product	Discipline	Qty	Amount
Replacement Trays		72	USD 16,632.00
Protocol Pilot Guide Printed For resource, QA/QI, and training reference.	Medical	18	USD 3,582.00
Protocol Pilot Guide Printed For resource, QA/QI, and training reference.	Medical	2	USD 458.00
Protocol Pilot Guide Printed For resource, QA/QI, and training reference.	Fire	13	USD 2,587.00
Priority Dispatch Protocol Cardset Licensed manual protocol set for backup	Medical	7	USD 4,515.00
Priority Dispatch Protocol Cardset Licensed manual protocol set for backup	Fire	5	USD 2,725.00
Priority Dispatch AI SkillLab: ProQA call taking training simulator powered by artificial intelligence (AI) Tier 7: 50-74 positions - renewed annually		1	USD 35,000.00
Shipping & Handling		1	USD 80.00
<b>Optional Items FY 2025 TOTAL:</b>			USD 65,579.00

"To lead the creation of meaningful change in public safety and health."

# QUOTE

# Priority Dispatch Corp.

Product	Discipline	Qty	Amount
Priority Dispatch AI SkillLab: ProQA call taking training simulator powered by artificial intelligence (AI) Tier 7: 50-74 positions - renewed annually		1	USD 35,000.00
<b>AI SkillLab: Optional Item FY 2026 TOTAL:</b>			USD 35,000.00

### Quote Notes

Optional services/goods to be invoiced as provided in Quote #Q-76652, either when the items are purchased or upon delivery of the items purchased. ETSB may elect to not spend any remaining balance contained in PO 4330-1 before the contract expiration

<b>Subtotal</b>	USD 100,579.00
<b>Discount</b>	USD 0.00
<b>Total</b>	USD 100,579.00

<b>Subtotal</b>	USD 100,579.00
<b>Total</b>	USD 100,579.00

<b>Customer Signature:</b>		<b>Date:</b>	
<b>Customer Name:</b>		<b>Purchase Order ID:</b>	
<b>Expiration Date:</b>			

### TERMS AND CONDITIONS

This quote is valid for 120 days from date of issue. All prices quoted are exclusive of any applicable taxes, duties, or government assessments relating to this transaction, which are the sole obligation of Buyer. You can find it here: <https://prioritydispatch.net/licensing/>

**"To lead the creation of meaningful change in public safety and health."**



ETSB Resolution

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

File #: ETS-R-0075-24

Agenda Date: 11/13/2024

Agenda #: 7.D.1.

AWARDING RESOLUTION TO MOTOROLA SOLUTIONS INC. PO 924030 TO DEVELOP AN ENCRYPTION DEPLOYMENT PLAN FOR THE DUPAGE EMERGENCY DISPATCH INTEROPERABLE RADIO SYSTEM (DEDIR SYSTEM) (TOTAL AMOUNT: \$200,836.99)

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

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

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

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Purchase Order 924030 to Motorola Solutions Inc. to develop an encryption deployment plan for the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System). The total amount of the request is \$200,836.99.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 924030, dated October 30, 2024, covering said, development of an encryption plan, be, and it is hereby approved by the DU PAGE ETSB to Motorola Solutions, Inc., 2000 Progress Parkway, Schaumburg, IL 60196, for an amount of \$200,836.99.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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

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#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$200,836.99
COMMITTEE: ETSB	TARGET COMMITTEE DATE: 11/13/2024	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$200,836.99
	CURRENT TERM TOTAL COST: \$200,836.99	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Motorola Solutions, Inc.	VENDOR #: 10115	DEPT: ETSB	DEPT CONTACT NAME: Eve Kraus
VENDOR CONTACT: Chris Chisnell	VENDOR CONTACT PHONE: 847-489-9379	DEPT CONTACT PHONE #: 630-550-7743	DEPT CONTACT EMAIL: etsb911@dupagecounty.gov
VENDOR CONTACT EMAIL: chris.chisnell@motorolasolutions.com	VENDOR WEBSITE: motorolasolutions.com	DEPT REQ #: 924030	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for approval of Purchase Order 924030 to Motorola Solutions, Inc. to develop an encryption deployment plan for the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System). Total amount of \$200,836.99.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished AES Encryption Project involves delivering expert guidance, technical support, and the creation of a customized formal implementation plan.			

<b>SECTION 2: DECISION MEMO REQUIREMENTS</b>	
DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
OTHER PROFESSIONAL SERVICES (DETAIL SELECTION PROCESS ON DECISION MEMO)	

<b>SECTION 3: DECISION MEMO</b>	
<b>SOURCE SELECTION</b>	Describe method used to select source. This is a proposal for service on an existing radio equipment transition to AES encryption on the STARCOM statewide network.
<b>RECOMMENDATION AND TWO ALTERNATIVES</b>	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1. Approve Purchase Order 924030 to allow for Motorola Subject Matter Experts (SMEs) to develop a plan to deploy encryption on the 3500+ police and fire radios in the DEDIR System for the STARCOM statewide network. 2. Deny Purchase Order 924030 which would delay the rollout of encryption.

### 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.  N/A
<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.  N/A
<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.  N/A

### SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Motorola Solutions, Inc.	Vendor#: 10115	Dept: DuPage ETSB	Division:
Attn: Chris Chisnell	Email: chris.chisnell@motorolasolutions.com	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 2000 Progress Parkway	City: Schaumburg	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60196	State: IL	Zip: 60187
Phone: 847-489-9379	Fax:	Phone: 630-550-7743	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Motorola Solutions, Inc.	Vendor#: 10115	Dept: DuPage ETSB	Division:
Attn:	Email:	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address:	City:	Address: 421 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Nov 13, 2024	Contract End Date (PO25): Nov 12, 2025

**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		Encryption Plan Phase 1	FY24	4000	5820	53020		100,418.50	100,418.50
2	1	EA		Encryption Plan Phase 1	FY25	4000	5820	53020		100,418.49	100,418.49
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 200,836.99

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please return the PO to ETSB to send to the vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB. LMZ 10/30/24

Proposal

**DuPage County, Illinois**

# AES Encryption Project

October 10, 2024

The design, technical, and price information furnished with this proposal is proprietary information of Motorola Solutions, Inc. (Motorola). Such information is submitted with the restriction that it is to be used only for the evaluation of the proposal, and is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the proposal, without the express written permission of Motorola Solutions, Inc.

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October 10, 2024

Ms. Linda Zerwin  
Executive Director  
DuPage County ETSB  
420 N. County Farm Road  
Wheaton, IL 60187

RE: DuPage County ETSB Phase 1 Encryption Plan

Dear Ms. Zerwin:

Motorola Solutions, Inc. ("Motorola Solutions") is pleased to have the opportunity to provide the DuPage County ETSB with quality communications products and services.

Motorola Solutions' proposal includes Managed Services for Phase 1 of the DuPage County ETSB Encryption Project. These services will define and scope the final implementation plan for DuPage County's encryption project.

This proposal is valid for 90 days from the date of this cover letter. The proposal is subject to the terms and conditions of the attached Agreement. The DuPage ETSB may accept the proposal by delivering to Motorola Solutions the signed agreement. Alternatively, Motorola Solutions would be pleased to address any concerns you may have regarding the proposal. Any questions can be directed to your Motorola Solutions Account Executive, Chris Chisnell, at 847-489-9379.

We thank you for the opportunity to furnish the DuPage County ETSB with our products and services. Our goal is to provide you with the best products and services available in the communications industry.

Sincerely,

Dominick Storelli  
Illinois Sales Manager  
Motorola Solutions, Inc.



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## Section 1

# AES Encryption Project

## Objective

This DuPage County Illinois AES Encryption Project is to convert from software based Advanced Digital Privacy (ADP) algorithm to a 256-bit Advanced Encryption Standard (AES-256). This AES symmetric encryption algorithm is widely recognized for its robustness and efficiency in safeguarding sensitive land mobile radio voice communications. To better assess the magnitude of this project, the effort is broken into two phases. Phase 1 goal is to develop a Final Encryption Deployment Plan that documents the final procedures associated with gracefully improving and continually protecting user radio communications while ensuring compliance with industry standards. At a high level, the development of the Final Encryption Deployment Plan will include initial assessment and planning, encryption strategy, implementation planning, policy and compliance alignment, and monitoring and maintenance. As part of Phase 2, it will cover the actual execution of the new Final Encryption Deployment Plan created in Phase 1, it will provide greater confidence in the privacy and security of DuPage County's mission critical radio communications from end to end.

Below is the outline of major tasks, divided into hierarchical levels, for developing a Final Encryption Deployment Plan (Phase 1):

### Phase 1a - Initial Assessment and Planning

**Task 1 – Initial Project Kickoff Call** – the first formal meeting between Motorola Solutions, Inc. Systems Integration (“Motorola”) and DuPage County ETSB (“Customer”) team members. It serves as an opportunity to introduce key stakeholders, align on project goals, and establish clear expectations for the encryption transition project. During the call, Motorola provides an overview of the project scope, timeline, and key milestones, while customer outlines their specific objectives and concerns.

**Task 2 – Customer Needs Analysis** – Assess and identify business processes, security needs and long term encryption strategy. The objective is to understand specific goals, challenges, and requirements. It is important to identify, schedule meetings, and gather information from all key stakeholders, and management teams. Motorola will map out the organizations encryption requirements, regulatory obligations, and any unique constraints.

**Task 3 – Current Infrastructure and Subscriber Evaluation** – is a vital step in developing an effective encryption transition plan. This assessment focuses on understanding the existing communications system and encryption solutions already in place. Jointly identify any potential vulnerabilities or gaps. This includes documenting and evaluating hardware, software, network configurations, and management practices. Additionally, subscriber evaluation involves analyzing user groups, access levels, and privileges to ensure the encryption plan addresses the varying needs and security requirements of different users.

**Task 4 – Risk Assessment** – Jointly evaluate risks such as key management, system disruptions, performance impacts, communication downtimes, and any other type of vulnerabilities. The assessment includes evaluating the risks associated with the transition itself. By identifying and prioritizing these risks, Motorola can help the customer implement proactive measures to mitigate risks and ensure communications continuity.

## Phase 1b - Encryption Strategy Development

**Task 5 – Key File Management Strategy and Policies** – Mutually define the overall key slot assignment hierarchy, modes, overall distribution strategy, key management policies, storage, rotation schedule, recovery, any special considerations, and the level of encryption amongst the user group. Jointly identify processes whereas additional access controls and audits are employed to monitor key usage and detect unauthorized activities.

**Task 6 – Key Sharing Inter-agency Agreements** – Jointly determine Motorola’s role when customer establishes inter-agency agreements. Interagency agreements are crucial for enabling secure and efficient communication among different agencies, particularly for law enforcement, and emergency response. These agreements outline the protocols and procedures for sharing encryption keys across various agencies; to seamlessly communicate during joint operations without compromising the integrity of encrypted voice communications. By establishing clear guidelines and fostering collaboration, this strengthens the collective security posture of participating agencies.

## Phase 1c - Implementation Planning

**Task 7 – Define Transition Timeline** – a key step in ensuring a smooth and organized rollout of the encryption transition plan. Mutually develop a timeline that outlines the specific sequences of activities, milestones, and deadlines of each phase of the project, from initial assessment through implementation and final review. During this state, Motorola will provide the customer realistic expectations for how long each step will take, factoring the complexity of the current infrastructure, scope of the encryption strategy, and the resources available. Critical milestones are established to track progress and address any challenges as they arise. A well-defined transition timeline ensures that all stakeholders remain aligned; helping manage risk, keeping the project on track, and minimizing disruptions while ensuring a timely and successful encryption transition.

**Task 8 – Resource Allocation Plan** – Together it is critically important to identify the necessary technical, and human resources required to implement the encryption transition solution effectively. This includes identifying roles and responsibilities to key staff and project managers for overall coordination. Additionally, the plan ensures that all software and hardware requirements have been identified. By properly aligning resources with project tasks and timelines, the resource allocation plan helps avoid bottlenecks, ensures that all aspects of the transition are adequately supported, and maximizes efficiencies throughout the project.

**Task 9 – Pilot Testing Plan** – Motorola works with the customer to help select non-critical systems or a small subset of users for testing, ensuring that the encryption transition process performs as expected with minimal disruptions as possible to the main user operations. The pilot test plan defines the configuration of radios with the new keys, subsystems, testing procedures, and monitoring performance to detect issues. It also serves as an opportunity to discover unexpected nuances based on real world conditions. This allows for adjustments and ensures that the widespread deployment is fully optimized for the best functionality across the entire user base.

**Task 10 – Develop Contingency Plan** – Jointly document the policies to be in place that ensure Motorola is prepared to handle any unforeseen issues that may arise during or after implementation. The contingency plan outlines specific actions to be taken in the event of subscriber communication failures, accessibility issues, or system performance problems. This includes creating rollback procedures to revert to a previous state if the deployment encounters critical errors. The plan also details communication protocols for informing key stakeholders of any incidents, and defines escalation paths for resolving issues. As well as, what detailed information is reported if an issue is experienced; this will assist in helping respond and resolve issues in a quickly manner.

## Phase 1d - Monitor and Maintenance Plan

**Task 11 – Incident Response Plan** – Mutually develop an incident and response plan that outlines a structured approach to identifying, responding to, and recovering from security events that may compromise the key management systems. It includes protocols for detecting and reporting incidents, assigning response teams, and classifying severity of event. The response plan also details out specific actions, such as isolating affected systems, revoking compromised encryption keys, and initiating recovery processes to restore integrity. Additionally, the plan establishes communication guidelines for notifying stakeholders, including legal, compliance, and management teams. The customer will perform regular testing and drills to ensure readiness, a proactive measure for minimizing damage, reducing downtime, ensuring swift recovery from encryption related threats.

**Task 12 – Key Rotation and Management Plan** – Motorola will assist the customer in developing an outline of procedures for generating, distributing, storing, and eventually retiring encryption keys to minimize the risk of unauthorized access and potential data breaches. Key rotation involves regularly changing encryption keys according to a defined schedule or after significant events, such as system upgrades or suspected compromises. The plan also specifies the roles and responsibilities for key management, detailing who is authorized to access, generate, and manage keys. Additionally, it addresses key backup and recovery processes to ensure communications are securely maintained.

## Phase 1e - Final Review and Reporting

**Task 13 – Post Implementation Plan** – Together Motorola and the customer will define the tasks associated with reviewing and validating systems performance, after the project is fully deployed, to ensure it meets the customer's security and operational goals. Additionally, the post-implementation plan outlines ongoing support, such as routine system audits, regular key management activities, and continuous monitoring to detect vulnerabilities or compliance issues. It should include provision for training employees on updated procedures and maintaining documentation for future reference.

**Task 14 – Final Documentation** – Motorola will supply the customer a fully comprehensive Final Encryption Deployment Plan (Phase 1) document that fully defines what is required to transition from one encryption platform to an entirely new one across the entire organization. The detailed scope of work should cover the steps necessary for installation and configuration of the land mobile radio equipment and key file management system, testing and validation across entire network, any integration and upgrades to current infrastructure, and the estimated timeline for completion. Additionally, identifying the hardware, software licenses, and any additional resources needed for a successful implementation.

## Summary

Motorola's professional services to develop the Final Encryption Deployment Plan (Phase 1) involves delivering expert guidance, technical support, and the creation of a customized formal implementation plan to ensure successful transition between encryption algorithms. These services include assessing customer's current infrastructure and subscribers, identifying those impacted, and developing a tailored encryption strategy that aligns with both security goals and regulatory requirements. Motorola will work closely with the customer to ensure all the details necessary for a successful transition are a part of the Final Encryption Deployment Plan (Phase 1) document. The document will include initial assessment, key management strategy, implementation plan and timeline, monitor and maintenance plan, as well as final review and reporting. These deployment details will ensure long-term sustainability and interoperability of the customer's secure communication system. At the conclusion of Phase 1, Motorola will be in a position to follow up with a request for quote to determine the actual costs required to fulfill the scope defined in Final Encryption Deployment Plan. This will provide the customer the final costs associated with the execution of a well thought out tailored deployment plan (Phase 2, the

implementation phase) to successfully transition to a new encryption algorithm and the support that goes with it.

Section 2

# Pricing Summary and Payment Terms

#	TASK	TOTAL	PM	ENG	ST
<b>Phase 1A – Initial Assessment and Planning</b>					
1	Initial Project Kickoff Call		\$2,789.40	\$2,789.40	\$2,789.40
2	Customer Needs Analysis		\$13,947.01	\$13,947.01	\$13,947.01
3	Current Infrastructure and Subscriber Evaluation		\$13,947.01	\$13,947.01	\$13,947.01
4	Risk Assessment		\$6,973.51	\$5,578.81	\$5,578.81
<b>Phase 1A Subtotals</b>			<b>\$37,656.93</b>	<b>\$36,262.23</b>	<b>\$36,262.23</b>
<b>Phase 1B – Encryption Strategy Development</b>					
5	Key File Management Strategy and Policies		\$4,184.10	\$2,789.40	\$2,789.40
6	Key Sharing Inter-agency Agreements		\$4,184.10	\$2,789.40	\$2,789.40
<b>Phase 1B Subtotals</b>			<b>\$8,368.20</b>	<b>\$5,578.80</b>	<b>\$5,578.80</b>
<b>Phase 1C – Implementation Planning</b>					
7	Define Transition Timeline		\$4,184.10	\$2,789.40	\$2,789.40
8	Resource Allocation Plan		\$4,184.10	\$2,789.40	\$2,789.40
9	Pilot Testing Plan		\$8,368.21	\$8,368.21	\$8,368.21
10	Develop Contingency Plan		\$4,184.10	\$2,789.40	\$2,789.40
<b>Phase 1C Subtotals</b>			<b>\$20,920.51</b>	<b>\$16,736.41</b>	<b>\$16,736.41</b>
<b>Phase 1D – Monitor and Maintenance Plan</b>					
11	Incident Response Plan		\$2,789.40	\$2,789.40	\$2,789.40
12	Key Rotation and Management Plan		\$2,789.40	\$2,789.40	\$2,789.40
<b>Phase 1D Subtotals</b>			<b>\$5,578.80</b>	<b>\$5,578.80</b>	<b>\$5,578.80</b>
<b>Phase 1E – Final Review and Reporting</b>					
13	Post Implementation Plan		\$5,578.81	\$2,789.40	\$2,789.40
14	Final Documentation		\$5,578.81	\$2,789.40	\$2,789.40
Phase 1E Subtotals			\$11,157.62	\$5,578.80	\$5,578.80
<b>Subphase Totals</b>			<b>\$83,682.06</b>	<b>\$69,735.04</b>	<b>\$69,735.04</b>
<b>Total of all Phases</b>					<b>\$223,152.14</b>
State Contract Discount					<b>(-\$22,315.22)</b>
<b>Adjusted Sale Price</b>					<b>\$200,836.99</b>

## Payment Terms

Payment terms are in accordance with IL Government Prompt Payment Act 50 ILCS 505.

Except for a payment that is due on the Effective Date, Customer will make payments to Motorola within thirty (30) days after the date of each invoice. Customer will make payments when due in the form of a check, cashier's check, or wire transfer drawn on a U.S. financial institution. If Customer has purchased additional Professional or Subscription services, payment will be in accordance with the applicable addenda. Payment for the System purchase will be in accordance with the following milestones.

1. 50% of the Contract Price due upon contract execution (due upon effective date);
2. 50% of the Contract Price due upon Completion of Services.

Motorola shall make partial shipments of equipment and will request payment upon shipment of such equipment. In addition, Motorola shall invoice for installations completed on a site-by-site basis or when professional services are completed, when applicable. The value of the equipment shipped/services performed will be determined by the value shipped/services performed as a percentage of the total milestone value. Unless otherwise specified, contract discounts are based upon all items proposed and overall system package. For invoicing purposes only, discounts will be applied proportionately to the FNE and Subscriber equipment values to total contract price. Overdue invoices will bear simple interest at the maximum allowable rate by state law.

The contract price of \$200,836.99, excluding taxes, is fully committed and identified, including all subsequent years of contracted services, if applicable. The Customer will pay all invoices as received from Motorola and any changes in scope will be subject to the change order process as described in this Agreement.

Motorola acknowledges the Customer may require the issuance(s) of a purchase order or notice to proceed as part of the Customer's procurement process. However, Customer agrees that the issuance or non-issuance of a purchase order or notice to proceed does not preclude the Customer from its contractual obligations as defined in this Agreement.

Customer contact Invoices will be sent to the Customer at the following address:

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

The address which is the ultimate destination where the Equipment will be delivered to Customer is:

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

The Equipment will be shipped to the Customer at the following address (insert if this information is known):

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

### Section 3

# Contractual Documentation

## PROFESSIONAL SERVICES AGREEMENT

Motorola Solutions, Inc. (“Motorola”) and DuPage County, IL (“Customer”) enter into this “Agreement,” pursuant to which Customer will purchase and Motorola will sell the Services, as described below. Motorola and Customer may be referred to individually as a “Party” and collectively as the “Parties.”

For good and valuable consideration, the parties agree as follows:

### Section 1 DEFINITIONS

Capitalized terms used in this Agreement have the following meanings:

- 1.1. “Confidential Information” means any information that is disclosed in written, graphic, verbal, or machine-recognizable form, and is marked, designated, or identified at the time of disclosure as being confidential or its equivalent; or if the information is in verbal form, it is identified as confidential at the time of disclosure and is confirmed in writing within thirty (30) days of the disclosure. Confidential Information does not include any information that: is or becomes publicly known through no wrongful act of the receiving Party; is already known to the receiving Party without restriction when it is disclosed; is or becomes, rightfully and without breach of this Agreement, in the receiving Party’s possession without any obligation restricting disclosure; is independently developed by the receiving Party without breach of this Agreement; or is explicitly approved for release by written authorization of the disclosing Party.
- 1.2. “Contract Price” means the price for the Services and Deliverables, excluding any applicable sales or similar taxes, as set forth in Section 3.1.
- 1.3. “Deliverables” means all written information (such as reports, specifications, designs, plans, drawings, or other technical or business information) that Motorola prepares for Customer in the performance of the Services and is obligated to provide to Customer under this Agreement. The Deliverables, if any, are more fully described in the Statement of Work.
- 1.4. “Effective Date” means that date upon which the last party executes this Agreement.
- 1.5. “Force Majeure” which means an event, circumstance, or act that is beyond a party’s reasonable control, such as an act of God, an act of the public enemy, an act of a government entity, strikes or other labor disturbances, hurricanes, earthquakes, fires, floods, epidemics, embargoes, war, riots, or any other similar cause.
- 1.6. “Proprietary Rights” means the patents, patent applications, inventions, copyrights, trade secrets, trademarks, trade names, mask works, know-how, ideas and concepts, processes, methodologies, tools, techniques, and other intellectual property rights.
- 1.7. “Services” means those professional services to be provided by Motorola to Customer under this Agreement, the nature and scope of which are more fully described in the Statement of Work.



1.8. "Statement of Work" means the statement of work attached hereto as Exhibit A and incorporated herein by this reference (if applicable). The Statement of Work describes the Services and Deliverables (if any) that Motorola will provide to Customer under this Agreement, and the other work-related responsibilities that the parties owe to each other. The Statement of Work may contain a performance schedule.

## Section 2 SCOPE OF AGREEMENT; TERM

2.1 Motorola and Customer will perform their respective responsibilities as described in this Agreement. Motorola will provide to Customer the Services and Deliverables (if any). To enable Motorola to perform the Services, Customer will provide to Motorola reasonable access to relevant Customer information, personnel, systems, and office space when Motorola's employees are working on Customer's premises, and other general assistance. If the Statement of Work contains assumptions that affect the Services or Deliverables, Customer will verify that they are accurate and complete. Any information that Customer provides to Motorola concerning the Services or Deliverables will be accurate and complete in all material respects. Customer will make timely decisions and obtain any required management approvals that are reasonably necessary for Motorola to perform the Services and its other duties under this Agreement. Unless the Statement of Work states the contrary, Motorola may rely upon and is not required to evaluate, confirm, reject, modify, or provide advice concerning any assumptions and Customer-provided information, decisions and approvals described in this paragraph.

2.2 Motorola will assign qualified employees who have the requisite experience and competencies to perform the Services with reasonable skill and care. Motorola will provide and furnish all material, labor, supervision, tools, apparatus, equipment and incidental expenses for accomplishing the Services with the exception of those items mentioned in this Agreement to be provided by Customer.

2.3 If, as a result of the Services performed under this Agreement, Motorola recommends that Customer purchase products or other services, nothing in this Agreement precludes Motorola from offering or selling the recommended products or other services to Customer. If Customer is a governmental body or agency, it represents that this paragraph does not violate its procurement or other laws, regulations, or policies.

2.4 Customer may request changes to the Services. If Motorola agrees to a requested change, the change must be confirmed in writing and signed by authorized representatives of both parties. A reasonable price adjustment will be made if any change affects the time of performance or the cost to perform the Services. If Customer delays Motorola's performance of the Services, modification of the performance schedule or an increase in the Contract Price may occur.

2.5 Unless terminated in accordance with other provisions of this Agreement, the term of this Agreement begins on the Effective Date and continues until completion of the Services.

2.6 During the term of this Agreement and for twelve (12) months thereafter, Customer will not actively solicit the employment of any Motorola personnel who is involved directly with providing any of the Services.

2.7 **ASSESSMENT OF SYSTEMS AND OPERATIONS.** If Customer is purchasing Services to evaluate or assess networks, systems or operations, Customer acknowledges and agrees that the equipment provided by or used by Motorola to facilitate performance of the Services may impact or disrupt information systems. Except as specifically set forth in this Addendum, Motorola disclaims responsibility for costs in connection with any such disruptions of and/or damage to Customer's or a third party's information systems, equipment, voice transmissions, and the data, including, but not

limited to, denial of access to a legitimate system user, automatic shut-down of information systems caused by intrusion detection software or hardware, or failure of the information system resulting from the provision or delivery of the Service. Motorola agrees to cooperate with Customer to schedule any such potential damage or disruption around Customer's voice or information technology traffic and use patterns so as to reduce the risk of disruption during working hours.

2.8 NETWORK SECURITY. If Customer is purchasing network security assessment or network monitoring Services, Customer acknowledges and agrees that Motorola does not guarantee or warrant that it will discover all of customer's system vulnerabilities or inefficiencies. Customer agrees not to represent to third parties that Motorola has provided such guarantee. Motorola disclaims any and all responsibility for any and all loss or costs of any kind associated with vulnerabilities or security events, whether or not they are discovered by Motorola.

2.9 APPLICATION DEVELOPMENT. (Intentionally omitted)

### Section 3 CONTRACT PRICE AND PAYMENT

3.1 The Contract Price in U.S. dollars is described in the proposal.

3.2 Any services performed by Motorola outside the scope of this Agreement at the direction of Customer will be considered to be additional Services which are subject to additional charges. Any agreement to perform additional Services will be reflected in a written and executed change order or amendment to this Agreement.

3.3 Motorola will submit invoices to Customer according to a mutually agreed payment schedule or, if there is no payment schedule, on a monthly basis as the Services are performed. Except for a payment that is due on the Effective Date, Customer will make payments to Motorola within thirty (30) days after the date of each invoice. Customer will make payments when due in the form of a wire transfer, check, or cashier's check from a U.S. financial institution. Overdue invoices will bear simple interest at the maximum allowable rate. For Customer's reference, the Federal Tax Identification Number for Motorola Solutions, Inc. is 36-1115800.

3.4 Customer will reimburse Motorola for all documented reasonable travel and other expenses (over and above the normal daily expenses of working and commuting) provided by Motorola in connection with Services furnished under this Agreement.

### Section 4 TIME SCHEDULE; FORCE MAJEURE

4.1 All Services will be performed in accordance with the performance schedule included in the Statement of Work, or if there is no performance schedule, within a reasonable time period.

4.2 Neither party will be liable for its non-performance or delayed performance if caused by a Force Majeure. Each party will notify the other in writing if it becomes aware of any Force Majeure that will significantly delay performance. The notifying party will give the notice promptly (but in no event later than fifteen (15) days) after it discovers the Force Majeure.

### Section 5 CONFIDENTIAL INFORMATION AND PROPRIETARY RIGHTS

5.1. CONFIDENTIAL INFORMATION.

5.1.1. During the term of this Agreement, the parties may provide each other with Confidential Information. All Deliverables will be deemed to be Motorola's Confidential Information. Each party will: maintain the confidentiality of the other party's Confidential Information and not disclose it to any third party, except as authorized by the disclosing party in writing or as required by a court of competent jurisdiction; restrict disclosure of the Confidential Information to its employees who have a "need to know" and not copy or reproduce the Confidential Information; take necessary and appropriate precautions to guard the confidentiality of the Confidential Information, including informing its employees who handle the Confidential Information that it is confidential and is not to be disclosed to others, but those precautions will be at least the same degree of care that the receiving party applies to its own confidential information and will not be less than reasonable care; and use the Confidential Information only in furtherance of the performance of this Agreement or pursuant to the license granted immediately below.

5.1.2. The disclosing party owns and retains all of its Proprietary Rights in and to its Confidential Information, except the disclosing party hereby grants to the receiving party the limited right and license, on a non-exclusive, irrevocable, and royalty-free basis, to use the Confidential Information for any lawful business purpose in the manner and to the extent permitted by this Agreement.

## 5.2. PRESERVATION OF PROPRIETARY RIGHTS.

Each party owns and retains all of its Proprietary Rights that exist on the Effective Date. Motorola owns and retains all Proprietary Rights that are developed, originated, or prepared in connection with providing the Deliverables or Services to Customer, and this Agreement does not grant to Customer any shared development rights. At Motorola's request and expense, Customer will execute all papers and provide reasonable assistance to Motorola to enable Motorola to establish the Proprietary Rights. Unless otherwise explicitly stated herein, this Agreement does not restrict a party concerning its own Proprietary Rights and is not a grant (either directly or by implication, estoppel, or otherwise) of a party's Proprietary Rights to the other party.

## Section 6 WARRANTY

Motorola warrants that the Services will be performed in a professional and workmanlike manner and will conform in all material respects to the Statement of Work. This warranty will be for a period of ninety (90) days following completion of the Services. If Motorola breaches this warranty, Customer's sole and exclusive remedy is to require Motorola to re-perform the non-conforming Services or to refund, on a pro-rata basis, the fees paid for the non-conforming Services. **MOTOROLA DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED.** Customer acknowledges that the Deliverables may contain recommendations, suggestions or advice from Motorola to Customer (collectively, "recommendations"). Motorola makes no warranties concerning those recommendations, and Customer alone accepts responsibility for choosing whether and how to implement the recommendations and the results to be realized from implementing them.

## Section 7 LIMITATION OF LIABILITY

Except for personal injury or death, Motorola's total liability, whether for breach of contract, warranty, negligence, or otherwise, will be limited to the direct damages recoverable under law, but not to exceed the Contract Price. **ALTHOUGH THE PARTIES ACKNOWLEDGE THE POSSIBILITY OF SUCH LOSSES OR DAMAGES, THEY AGREE THAT MOTOROLA WILL NOT BE LIABLE FOR ANY COMMERCIAL LOSS; INCONVENIENCE; LOSS OF USE, TIME, DATA, GOOD WILL, REVENUES,**

PROFITS OR SAVINGS; OR OTHER SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO OR ARISING FROM THIS AGREEMENT OR THE PERFORMANCE OF THE SERVICES BY MOTOROLA. This limitation of liability provision survives the expiration or termination of this Agreement and applies notwithstanding any contrary provision. No action for contract breach or otherwise relating to the transactions contemplated by this Agreement may be brought more than one (1) year after the accrual of the cause of action, except for money due upon an open account.

## SECTION 8 DEFAULT AND TERMINATION

8.1 **DEFAULT BY A PARTY.** If either party fails to perform a material obligation under this Agreement, the other party may consider the non-performing party to be in default (unless a Force Majeure causes the failure) and may assert a default claim by giving the non-performing party a written, detailed notice of default. Except for a default by Customer for failing to pay any amount when due under this Agreement which must be cured immediately, the defaulting party will have thirty (30) days after receipt of the notice of default to either cure the default or, if the default is not curable within thirty (30) days, provide a written cure plan. The defaulting party will begin implementing the cure plan immediately after receipt of notice by the other party that it approves the plan. If Customer is the defaulting party, Motorola may stop work on the project until it approves the Customer's cure plan.

8.2 **FAILURE TO CURE.** If a defaulting party fails to cure the default as provided above in Section 8.1, unless otherwise agreed in writing, the non-defaulting party may terminate any unfulfilled portion of this Agreement. In the event of a termination for default, the defaulting party will promptly return to the non-defaulting party any of its Confidential Information. If Customer is the non-defaulting party, terminates this Agreement as permitted by this Section, and procures the Services through a third party, Customer may as its exclusive remedy recover from Motorola reasonable costs incurred to procure the Services (but not additional or out of scope services) less the unpaid portion of the Contract Price. Customer agrees to mitigate damages and provide Motorola with detailed invoices substantiating the charges. In the event Customer elects to terminate this Agreement for any reason other than default, Customer shall pay Motorola for the conforming Services performed.

## Section 9 DISPUTES

9.1 **SETTLEMENT PREFERRED.** The parties will attempt to settle any dispute arising from this Agreement (except for a claim relating to intellectual property or breach of confidentiality) through consultation and a spirit of mutual cooperation. The dispute will be escalated to appropriate higher-level managers of the parties, if necessary. If cooperative efforts fail, the dispute will be mediated by a mediator chosen jointly by the parties within thirty (30) days after notice by one of the parties demanding non-binding mediation. The parties will not unreasonably withhold consent to the selection of a mediator, will share the cost of the mediation equally, may agree to postpone mediation until they have completed some specified but limited discovery about the dispute, and may replace mediation with some other form of non-binding alternative dispute resolution ("ADR").

9.2 **LITIGATION.** A party may submit to a court of competent jurisdiction any claim relating to intellectual property, breach of confidentiality, or any dispute that cannot be resolved between the parties through negotiation or mediation within two (2) months after the date of the initial demand for non-binding mediation. Each party consents to jurisdiction over it by that court. The use of ADR procedures will not be considered under the doctrine of laches, waiver, or estoppel to affect adversely the rights of either party. Either party may resort to the judicial proceedings described in this section

before the expiration of the two-month ADR period if good faith efforts to resolve the dispute under these procedures have been unsuccessful; or interim relief from the court is necessary to prevent serious and irreparable injury to the party.

## Section 10 GENERAL

10.1. **TAXES.** The Contract Price does not include any excise, sales, lease, use, property, or other taxes, assessments or duties, all of which will be paid by Customer except as exempt by law. If Motorola is required to pay any of those taxes, it will send an invoice to Customer and Customer will pay to Motorola the amount of the taxes (including any interest and penalties) within thirty (30) days after the date of the invoice. Motorola will be solely responsible for reporting taxes on its income or net worth.

10.2. **ASSIGNABILITY.** Neither party may assign this Agreement without the prior written consent of the other party (which will not be unreasonably withheld or delayed), except that Motorola may assign this Agreement to any of its affiliates.

10.3. **SUBCONTRACTING.** Motorola may subcontract any portion of the Services without the prior written consent of Customer, but subcontracting will not relieve Motorola of its duties under this Agreement.

10.4 **WAIVER.** Failure or delay by either party to exercise a right or power will not be a waiver of the right or power. For a waiver of a right or power to be effective, it must be in a writing signed by the waiving party. An effective waiver of a right or power will not be construed as either a future or continuing waiver of that same right or power, or the waiver of any other right or power.

10.5. **SEVERABILITY.** If a court of competent jurisdiction renders any part of this Agreement invalid or otherwise unenforceable, that part will be severed and the remainder of this Agreement will continue in full force and effect.

10.6. **INDEPENDENT CONTRACTORS.** Each party will perform its duties under this Agreement as an independent contractor. The parties and their personnel will not be considered to be employees or agents of the other party. Nothing in this Agreement will be interpreted as granting either party the right or authority to make commitments of any kind for the other. This Agreement will not constitute, create, or be interpreted as a joint venture, partnership or formal business organization of any kind.

10.7. **HEADINGS AND SECTION REFERENCES.** The section headings in this Agreement are inserted only for convenience and are not to be construed as part of this Agreement or as a limitation of the scope of the particular section to which the heading refers. This Agreement will be fairly interpreted in accordance with its terms and conditions and not for or against either party.

10.8. **GOVERNING LAW.** This Agreement and the rights and duties of the parties will be governed by and interpreted in accordance with the laws of the State of Illinois.

10.9. **ENTIRE AGREEMENT.** This Agreement, including Exhibits, constitutes the entire agreement of the parties regarding the subject matter of this Agreement and supersedes all previous agreements, proposals, and understandings, whether written or oral, relating to the subject matter. A facsimile copy or computer image, such as a PDF or tiff image, of a signature shall be treated as and shall have the same effect as an original signature. In addition, a true and correct facsimile copy or computer image of this Agreement shall be treated as and shall have the same effect as an original signed copy of this document. This Agreement may be amended or modified only by a written instrument signed by

authorized representatives of both parties. The preprinted terms and conditions found on any Customer purchase order, acknowledgment or other form will not amend or modify this Agreement.

10.10. NOTICES. Notices required under this Agreement to be given by one Party to the other must be in writing and either personally delivered or sent to the address provided by the other Party by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt.

10.11. COMPLIANCE WITH APPLICABLE LAWS. Each party will comply with all applicable federal, state, and local laws, regulations and rules concerning the performance of this Agreement.

10.12. AUTHORITY TO EXECUTE AGREEMENT. Each party represents that it has obtained all necessary approvals, consents and authorizations to enter into this Agreement and to perform its duties under this Agreement; the person executing this Agreement on its behalf has the authority to do so; upon execution and delivery of this Agreement by the parties, it is a valid and binding contract, enforceable in accordance with its terms; and the execution, delivery, and performance of this Agreement does not violate any bylaw, charter, regulation, law or any other governing authority of the party.

10.13. SURVIVAL OF TERMS. The following provisions survives the expiration or termination of this Agreement for any reason: if any payment obligations exist, Section 3 (Contract Price and Payment); Section 5 (Confidential Information and Proprietary Rights); Section 7 (Limitation of Liability); Section 8 (Default and Termination); Section 9 (Disputes); and all General provisions in Section 10.

**In witness whereof, the parties hereto have executed this Agreement as of the Effective Date.**

MOTOROLA SOLUTIONS, INC.

CUSTOMER

BY: \_\_\_\_\_

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

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

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



## ETSB Resolution

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

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**File #:** ETS-R-0076-24

**Agenda Date:** 11/13/2024

**Agenda #:** 7.D.2.

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**AWARDING RESOLUTION TO MOTOROLA SOLUTIONS, INC. PO 924041 FOR A BLANKET PURCHASE ORDER FOR REPLACEMENT PARTS MADE THROUGH IL STARCOM MASTER CONTRACT CMT2028589 FOR RADIOS (TOTAL AMOUNT: \$75,000.00)**

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

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

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

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 924041 to Motorola Solutions, Inc. for a blanket purchase order for replacement parts made through IL STARCOM CMT2028589 for radios. Total contract amount of \$75,000.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 924041, dated November 1, 2024, covering said, blanket purchase order, be, and is hereby approved by the DU PAGE ETSB to Motorola Solutions, Inc., 1301 E. Algonquin Road, Schaumburg, IL, 60196, for a total of \$75,000.00.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIR

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 #:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$75,000.00
COMMITTEE: ETSB	TARGET COMMITTEE DATE: 11/13/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$75,000.00
	CURRENT TERM TOTAL COST: \$75,000.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Motorola Solutions, Inc.	VENDOR #: 10115	DEPT: DuPage ETSB	DEPT CONTACT NAME: Eve Kraus
VENDOR CONTACT: Brianna Harvey	VENDOR CONTACT PHONE:	DEPT CONTACT PHONE #: 630-550-7743	DEPT CONTACT EMAIL: etsb911@dupagecounty.gov
VENDOR CONTACT EMAIL: brianna.harvey@motorolasolutions.com	VENDOR WEBSITE: motorolasolutions.com	DEPT REQ #: 924041	
<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 open Purchase Order 924041 in the amount of \$75,000.00 will allow the ETSB to purchase replacement parts, through Contract STARCOM CMT2028589, for the DEDIRS radio system and portables that are not covered by contract.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished An open PO will allow the ETSB to purchase replacement parts under \$5,000 for the DEDIRS radio system as needed throughout the fiscal year.			

<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. This Purchase Order is made through the IL State Master Contract STARCOM CMS3618850.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1. Approve Purchase Order 924041 to allow timely repair of DEDIR System equipment and proper tracking of costs. 2. Deny Purchase Order 924041 and delay the repair of first responder equipment.



### 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.  N/A
<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.  N/A
<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.  N/A

### SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Motorola Solutions, Inc.	Vendor#: 10115	Dept: DuPage ETSB	Division:
Attn: Brianna Harvey	Email: brianna.harvey@motorolasolutions.com	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 13108 Collections Center Drive	City: IL	Address: 421 N. County Farm Road	City: Wheaton
State: Chicago	Zip: 60693	State: IL	Zip: 60188
Phone:	Fax:	Phone: 630-550-7743	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Motorola Solutions, Inc.	Vendor#: 10115	Dept: DuPage ETSB	Division:
Attn:	Email:	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 13108 Collections Center Drive	City: IL	Address: 421 N. County Farm Road	City: Wheaton
State: Chicago	Zip: 60693	State: IL	Zip: 60188
Phone:	Fax:	Phone:	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Dec 1, 2024	Contract End Date (PO25): Dec 31, 2025

**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		Open PO for replacement parts for the radio system FY25-26		4000	5820	52250		75,000.00	75,000.00
										<b>Requisition Total</b>	<b>\$ 75,000.00</b>

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

*Comments*

HEADER COMMENTS	Provide comments for P020 and P025. Term: 12/01/24 - 12/31/25
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please return the PO to ETSB to send to the vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB. LMZ 11/1/24



November 01, 2024

Eve Kraus  
ETSB Purchasing  
421 N County Farm Road  
Wheaton, IL 60187

Subject: Purchase Order for Parts, Accessories and Services from Motorola Solutions, Inc.

Dear Ms. Kraus,

Motorola Solutions is pleased to work with The DuPage ETSB with the ordering of Radio Parts, Accessories and Services through a purchase order, not to exceed \$75,000. The accessories, parts and services can be ordered through your Customer Support Manager, Brianna Harvey.

Motorola will provide APX accessories and parts in accordance to the discount levels published in the STARCOM 21 Contract, CMT2028589. Also, Motorola will invoice at the System Technologist support rates included in the STARCOM21 Contract, CMT2028589.

If The ETSB elects to not spend the remaining balance by 12/31/2025, Motorola will then invoice The ETSB for the amount owed as of 12/31/2025.

Please feel free to contact your Motorola Customer Support Manager, Brianna Harvey, at [brianna.harvey1@motorolasolutions.com](mailto:brianna.harvey1@motorolasolutions.com) or by phone at 615-801-3745.

Regards,

Brianna Harvey  
Customer Support Manager  
Motorola Solutions, Inc



# Required Vendor Ethics Disclosure Statement

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

Date: Oct 30, 2024

Bid/Contract/PO #: Encryption Project

Company Name: Motorola Solutions Inc.	Company Contact: Chris Chisnell
Contact Phone: 847-489-9379	Contact Email: chris.chisnell@motorolasolutions.com

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

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature

Printed Name

Dominick Storelli

Title

IL Sales Manager

Date

Oct 31, 2024

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



## ETSB Resolution

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

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**File #:** ETS-R-0077-24

**Agenda Date:** 11/13/2024

**Agenda #:** 7.D.3.

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AWARDING RESOLUTION TO ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. (ESRI)  
PO 924038 FOR A ONE (1) YEAR MAINTENANCE RENEWAL OF ARCGIS DESKTOP ADVANCED  
SOFTWARE (TOTAL AMOUNT: \$18,555.00)

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

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

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

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance;  
and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 924038 to Environmental Systems Research Institute, Inc. for a one (1) year maintenance renewal of ArcGIS Desktop Advanced software. The renewal period will run from January 1, 2025 through December 31, 2025. Total purchase order amount of \$18,555.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 924038, dated October 3, 2024, covering said maintenance renewal for ArcGIS Desktop Advanced software, be, and is hereby approved by the DU PAGE ETSB to Environmental Systems Research Institute, Inc., 380 New York Street, Redlands, CA 92373, for a total amount of \$18,555.00.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIR

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

JEAN KACZMAREK, COUNTY CLERK



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

**SECTION 1: DESCRIPTION**

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: 26241707	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$18,555.00
COMMITTEE: ETSB	TARGET COMMITTEE DATE: 11/13/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$18,555.00
	CURRENT TERM TOTAL COST: \$18,555.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Environmental Systems Research Institute, Inc.	VENDOR #: 10337	DEPT: DuPage ETSB	DEPT CONTACT NAME: Eve Kraus
VENDOR CONTACT: Heather Carmody	VENDOR CONTACT PHONE: 888-377-4575	DEPT CONTACT PHONE #: 630-550-7743	DEPT CONTACT EMAIL: etsb911@dupagecounty.gov
VENDOR CONTACT EMAIL: customercare@esri.com	VENDOR WEBSITE: www.esri.com	DEPT REQ #: 924038	
<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.). Request for approval of Purchase Order 924038 to Environmental Systems Research Institute, Inc. (ESRI) for a one (1) year renewal of ArcGIS Desktop, Network, Enterprise, and Server product maintenance. ArcGIS software is used to edit and maintain Geographic Information Systems (GIS) data in 9-1-1 systems. Total amount of renewal: \$18,555.00.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Renewing ESRI licensing ensures uninterrupted support of the GIS software tools necessary for CAD and CPE maintenance.			

**SECTION 2: DECISION MEMO REQUIREMENTS**

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

**SECTION 3: DECISION MEMO**

SOURCE SELECTION	Describe method used to select source. N/A
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). N/A

### 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. SOLE PROVIDER OF A LICENSED OR PATENTED GOOD OR SERVICE
<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. ESRI is the owner and manufacturer of the ArcGIS software and is the sole-source provider of the maintenance (technical support plus ESRI software updates/upgrades).
<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. ESRI is the sole source provider (owner and manufacturer) of software maintenance for ESRI products in the United States. The market has been tested for GIS tools; however, the available products do not integrate with Hexagon CAD, NG911, and other systems used within the DuPage 9-1-1 System.
<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. As the sole source letter indicates, these services are specific to and provided by ESRI.

### SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Environmental Systems Research Institute, Inc.	Vendor#: 10337	Dept: DuPage ETSB	Division:
Attn: Heather Carmody	Email:	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 380 New York Street	City: Redlands	Address: 421 N. County Farm Road	City: Wheaton
State: CA	Zip: 92373-8100	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Environmental Systems Research Institute, Inc.	Vendor#: 10337	Dept: DuPage ETSB	Division:
Attn:	Email:	Attn:	Email: etsb911@dupagecounty.gov
Address: PO Box 741076	City: Los Angeles	Address:	City:
State: CA	Zip: 90074-1076	State:	Zip:
Phone:	Fax:	Phone:	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jan 1, 2025	Contract End Date (PO25): Dec 31, 2025

**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	52384	ArcGIS Desktop Advanced Concurrent Use Primary Maintenance	FY25	4000	5820	53806		3,475.00	3,475.00
2	2	EA	52385	ArcGIS Desktop Advanced Concurrent Use Secondary Maintenance	FY25	4000	5820	53806		1,400.00	2,800.00
3	1	EA	100571	ArcGIS Network Analyst for Desktop Concurrent Use Primary Maintenance	FY25	4000	5820	53806		580.00	580.00
4	1	EA	161328	ArcGIS Enterprise Standard Up to Four Cores Maintenance	FY25	4000	5820	53806		5,900.00	5,900.00
5	4	EA	161389	ArcGIS GIS Server Standard Additional Cores Maintenance	FY25	4000	5820	53806		1,450.00	5,800.00
<b>FY is required, ensure the correct FY is selected.</b>										Requisition Total	\$ 18,555.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please send the PO to ETSB to send to the vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Electronic Distribution - nothing will be shipped.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB. LMZ 10/3/24





Esri Inc  
380 New York St  
Redlands CA 92373-8118

## **Subject: Renewal Quotation**

**Date:** 10/02/2024  
**To:** Brian Kopas  
**Organization:** Dupage County ETSB 911  
**Fax #:** **Phone #:** 630-550-7743

**From:** Heather Carmody  
**Fax #:** 909-793-4801 **Phone #:** + 19093692314 Ext. 2314  
**Email:** HCARMODY@ESRI.COM

Number of pages transmitted  
(including this cover sheet): 4

Quotation #26241707  
Document Date: 10/02/2024

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level

<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit

<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.



**esri**<sup>®</sup> 380 New York St  
 Redlands, CA 92373-8118  
 Phone: + 190936923142314  
 Fax #: 909-793-4801

# Quotation

**Date:** 10/02/2024

**Quotation Number:** 26241707

**Contract Number:** 00321123.0

Dupage County ETSB 911  
 421 N County Farm Rd  
 Wheaton IL 60187-3978

**Attn:** Brian Kopas  
**Email:** brian.kopas@dupagecounty.gov  
**Phone:** 630-550-7743

**Send Purchase Orders To:**

Environmental Systems Research Institute, Inc.  
 380 New York Street  
 Redlands, CA 92373-8100  
 Attn: Heather Carmody

**Please include the following remittance address on your Purchase Order:**

Environmental Systems Research Institute, Inc.  
 P.O. Box 741076  
 Los Angeles, CA 90074-1076

**Customer Number:** 363108

For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
10	1	52384 ArcGIS Desktop Advanced Concurrent Use Primary Maintenance Start Date: 01/01/2025 End Date: 12/31/2025 Subscription ID: 7884937343	3,475.00	3,475.00
1010	2	52385 ArcGIS Desktop Advanced Concurrent Use Secondary Maintenance Start Date: 01/01/2025 End Date: 12/31/2025 Subscription ID: 7884937343	1,400.00	2,800.00
2010	1	100571 ArcGIS Network Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 01/01/2025 End Date: 12/31/2025	580.00	580.00
3010	1	161328 ArcGIS Enterprise Standard Up to Four Cores Maintenance	5,900.00	5,900.00

Please note Esri has introduced a price change and this quote reflects current pricing for your organization. It is important to us that we are able to continue to deliver value through enhancements to products, solutions, and capabilities.

Your renewal provides access to all the benefits you are familiar with, which you can review at <https://go.esri.com/maintenance>  
 For questions related to the price change, please reach out to your assigned Esri Account Manager.

**Quotation is valid for 90 days from document date.**

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

To expedite your order, please reference your customer number and this quotation number on your purchase order.



**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373-8118  
Phone: + 190936923142314  
Fax #: 909-793-4801

# Quotation

Page 2

**Date:** 10/02/2024

**Quotation Number:** 26241707

**Contract Number:** 00321123.0

Item	Qty	Material#	Unit Price	Extended Price
Start Date: 01/01/2025 End Date: 12/31/2025				
4010	4	161389	1,450.00	5,800.00
ArcGIS GIS Server Standard Additional Cores Maintenance Start Date: 01/01/2025 End Date: 12/31/2025				
			<b>Item Subtotal</b>	18,555.00
			<b>Estimated Tax</b>	0.00
			<b>Total</b>	<b>USD 18,555.00</b>

**DUNS/CEC: 06-313-4175 CAGE: 0AMS3**



**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373-8118  
Phone: + 190936923142314  
Fax #: 909-793-4801

# Quotation

Page 3

<b>Date:</b> 10/02/2024	<b>Quotation No:</b> 26241707	<b>Customer No:</b> 363108	<b>Contract No:</b> 00321123.0	
Item	Qty	Material#	Unit Price	Extended Price

Renew online by using a credit card, purchase order, or by requesting an invoice at <https://www.esri.com/en-us/quote-order/renew>.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <http://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, EA, GSA, BPA) on your ordering document.



## ETSB Resolution

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

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**File #:** ETS-R-0078-24

**Agenda Date:** 11/13/2024

**Agenda #:** 7.D.4.

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**RATIFICATION OF AWARDING RESOLUTION TO KEY TOWER LLC PO 924029 TO REPAIR AND REPLACE SYSTEMS WITHIN THE HIDDEN LAKE TOWER FOR FUNCTIONALITY  
(TOTAL AMOUNT: \$25,744.19)**

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

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

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

WHEREAS, an agreement has been negotiated in accordance with the DU PAGE ETSB by ordinance; and

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 924029 to Key Tower LLC for the emergency procurement to repair and replace systems within the Hidden Lake tower for functionality. This is an emergency procurement as a controller in the shelter had a faulty capacitor causing the lighting system to fail, which is crucial to aircraft safety and required by the FCC under penalty for non-compliance. Total purchase order amount of \$25,744.19.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 924029, dated October 16, 2024, covering said, replacement of faulty systems, be, and is hereby ratified and approved by the DU PAGE ETSB to Key Tower LLC, 1802 W. Berteau Avenue, #203, Chicago, IL 60613, for a total amount of \$25,744.19.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIR

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 #:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$25,744.19
COMMITTEE: ETSB	TARGET COMMITTEE DATE: 11/13/2024	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$25,744.19
	CURRENT TERM TOTAL COST: \$25,744.19	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD:
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Key Tower LLC	VENDOR #: 44929	DEPT: DuPage ETSB	DEPT CONTACT NAME: Eve Kraus
VENDOR CONTACT: William Steele	VENDOR CONTACT PHONE: 309-798-8110	DEPT CONTACT PHONE #: 630-550-7743	DEPT CONTACT EMAIL: etsb911@dupagecounty.gov
VENDOR CONTACT EMAIL: william.steele@keytowerllc.com	VENDOR WEBSITE:	DEPT REQ #: 924029	
<b>Overview</b>			
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 Emergency Procurement is needed to repair and replace systems within the Hidden Lake tower for functionality. The lighting system is crucial to aircraft safety and required by the FCC under penalty for non-compliance. Total amount to replace the faulty system is \$25,744.19.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The Hidden Lake tower had a controller in the shelter with a faulty capacitor and the obstruction lighting failed. Further, the system is aging (estimated 1992) and outdated making replacement parts difficult to source, if at all.			

<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.

<b>SECTION 3: DECISION MEMO</b>	
SOURCE SELECTION	Describe method used to select source. See Emergency Procurement Decision Memo
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

### SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<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: Key Tower LLC	Vendor#: 44929	Dept: DuPage ETSB	Division:
Attn: William Steele	Email: william.steele@keytowerllc.com	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 1802 W. Berteau Avenue, #203	City: Chicago	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60613	State: IL	Zip: 60187
Phone: 309-798-8110	Fax:	Phone: 630-550-7743	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Key Tower LLC	Vendor#: 44929	Dept: DuPage ETSB	Division:
Attn:	Email:	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 1802 W. Berteau Avenue, #203	City: Chicago	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60613	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Oct 15, 2024	Contract End Date (PO25):

**Purchase Requisition Line Details**

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/Activity Code	Unit Price	Extension
1	1	EA		Hidden Lake Tower Emergency Repair	FY24	4000	5820	53310		14,606.25	14,606.25
2	1	EA		Materials	FY24	4000	5820	53310		11,137.94	11,137.94
										Requisition Total	\$ 25,744.19

**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. Please provide the PO to ETSB to send to the vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB. LMZ 10/16/24





# EMERGENCY PROCUREMENT DECISION MEMO

REQUISITION # 924029

*This form must be notarized and filed with the Procurement Officer by the close of business the next business day following the emergency.*

### EMERGENCY CONTACT INFORMATION

Department	DuPage ETSB	Vendor	Key Tower LLC
Contact	Eve Kraus	Vendor ERP #	
Address	421 N. County Farm Road	Contact	William Steele
Room		Address	1802 W. Berleau Avenue, #203
City, ST Zip	Wheaton, IL 60187	City, ST Zip	Chicago, IL 60613
Phone	630-550-7743	Phone	309-798-8110
Fax		Fax	
Email	etsb911@dupagecounty.gov	Email	william.steele@keytowerllc.com

State of Illinois )  
 ) : SS  
 County of DuPage )

I, Linda M. Zerwin, being sworn, solemnly affirm that:

- I am Executive Director of the DuPage County ETSB  
OFFICIAL TITLE DEPARTMENT/DIVISION
- I have authorized the expenditure of funds for an emergency. This expenditure is justified as:
- An emergency involving public health.
  - An emergency involving public safety.
  - Necessary to protect County property from further loss or damage.
  - Necessary to prevent or minimize serious disruption in County services.
  - Necessary to insure integrity of County records.

✓ The condition and circumstances requiring this emergency expenditure are:

It was identified on the Hidden Lakes tower that a controller in the shelter had a faulty capacitor and the obstruction lighting was not functioning and that the system is aging (estimated 1992) and outdated. Key Tower sourced and replaced parts which restored only two of the four obstruction lights back to normal function. To replace the known faulty components would be approximately \$5,100 with the risk that the entire system would still need replacement if the issues were not resolved. To replace the entire system was more cost efficient and Key Tower recommended that automatic monitoring be added to the system to check the functionality at least once every 24 hours.

✓ Indicate impact if not done as an emergency procurement:

The 620W bulbs for a system from circa 1992 are scarce and difficult to source. Without functional lighting, a Notice to Airmen/Air Mission (NOTAM) had to be filed. This notice is filed with an aviation authority to alert aircraft pilots of potential hazards along a flight route or location that could affect the flight. When the replacement lighting kit was installed and operational as of October 12, the NOTAM was canceled.

- ✓ That the amount of this expenditure is 25,744.19  Actual or  Estimated  
*(If an estimated cost is provided, the actual cost must be provided to the Procurement Officer as soon as it is known.)*

- ✓ ETS County Board Chairman's approval (If approval was obtained via email, please attach a copy of email):

Date: 10/16/24 Time: 12:09 pm

- ✓ Parent Committee Chair Notification (If notification was via email, please attach a copy of email):

Date: N/A Time: \_\_\_\_\_

- ✓ This affidavit is made pursuant to and in fulfillment of the emergency procurement affidavit provisions of the DuPage County Procurement Ordinance OFI-005F-99.

I know and understand the contents of this affidavit, and all statements herein are true and correct.

Subscribed and sworn before me this 16<sup>th</sup> day of October, 2024  
 \_\_\_\_\_  
 Signature of Affiant

\_\_\_\_\_  
 Notary Public

My Commission expires:  
January 31, 2027

Reviewed:  
 \_\_\_\_\_  
 Procurement Officer





## ETSB Resolution

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

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**File #:** ETS-R-0074-24

**Agenda Date:** 11/13/2024

**Agenda #:** 7.E.1.

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**RESOLUTION TO ADJUST THE SALARIES OF THE EMERGENCY  
TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY STAFF IN CONCURRENCE WITH  
CHANGES AS AUTHORIZED BY THE DU PAGE COUNTY BOARD FOR FY25**

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

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

WHEREAS, the DU PAGE ETSB, as an agency of DuPage County, is authorized by law and local ordinance to employ sufficient staff to support its statutory duties; and

WHEREAS, the DU PAGE ETS Board has determined it will approve a three and a half percent (3.5%) COLA increase concurrent with the three and a half percent (3.5%) COLA increase which will be considered for authorization by the DuPage County Board under FI-R-0195-24 on November 26, 2024 for Fiscal Year 2025, as shown in Attachment A-Salary Schedule A, which shall be effective December 7, 2024; and

WHEREAS, these salary changes shall be concurrent with the date authorized by the DuPage County Board, the DU PAGE ETS Board shall hereby authorize and direct the DuPage County Human Resource Department to ensure payroll documents are implemented for DU PAGE ETSB staff as shown on Attachment A of this resolution.

NOW, THEREFORE BE IT RESOLVED, by this resolution the DU PAGE ETS Board does hereby approve and authorize the wage adjustments as detailed in Attachment A and directs the DuPage County Human Resource Department to ensure the payroll amounts are implemented for its employees.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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GREG SCHWARZE, CHAIR

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

JEAN KACZMAREK, COUNTY CLERK

**Emergency Telephone System Board of DuPage County  
Cost of Living Adjustment for FY2023**

**Salary Schedule A**

<b>Position</b>	<b>Job Code</b>	<b>Current Salary</b>	<b>3.5% COLA</b>	<b>New FY25 Annual Salary</b>
Executive Director Zerwin	2341	\$ 196,290.58	\$ 6,870.17	\$ 203,160.75
Deputy Director Operations	2342	vacant	\$ -	\$ -
Deputy Director IT Taormina	2343	\$ 147,953.10	\$ 5,178.36	\$ 153,131.46
Operations Administrator Kraus	2322	\$ 114,921.49	\$ 4,022.25	\$ 118,943.74
CAD Administrator Cieplinski	1469	\$ 95,841.76	\$ 3,354.46	\$ 99,196.22
Sr. Network Analyst Furmanski	1492	\$ 123,961.54	\$ 4,338.65	\$ 128,300.19
Data Analyst CAD Kopas	2347	\$ 82,782.18	\$ 2,897.38	\$ 85,679.56
Data Analyst 911 Systems Bhatt	2347	\$ 77,332.37	\$ 2,706.63	\$ 80,039.00
<b>Total</b>		<b>\$ 839,083.02</b>	<b>\$ 29,367.91</b>	<b>\$ 868,450.93</b>



## ETSB Resolution

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

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**File #:** ETS-R-0079-24

**Agenda Date:** 11/13/2024

**Agenda #:** 7.E.2.

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APPOINTMENT TO THE EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY  
POLICY ADVISORY COMMITTEE DEPUTY CHIEF CRAIG JANSEN  
(ACDC FIRE REPRESENTATIVE)

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

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

WHEREAS, these Enhanced 9-1-1 systems are a critical and valued state-of-the-art tool for the expeditious response of public safety to citizen requests for emergency service; and

WHEREAS, the ETS Board recognizing the importance of the DuPage Emergency Dispatch Interoperable Radio System created the Policy Advisory Committee; and

WHEREAS, the purpose of the Policy Advisory Committee (PAC) is to promote interagency cooperation and provide policy level recommendations to support efficient and effective use of resources for matters related to public safety as assigned by the ETS Board; and

WHEREAS, the ETS Board recognizes the nomination of Deputy Chief Craig Jansen (Addison Consolidated Dispatch Center Fire Representative) to the ETS Board Policy Advisory Committee to fill the vacancy effective November 12, 2024 through the expiration of the term ending May 12, 2026.

NOW, THEREFORE BE IT RESOLVED that the DuPage ETS Board does hereby consent to the appointment of the above-named individual as a member of the DuPage ETSB Policy Advisory Committee, for a term commencing November 12, 2024, and expiring May 12, 2026; and

BE IT FURTHER RESOLVED that the attached “Notice of Appointment” be attached hereto and made a part hereof; and

BE IT FURTHER RESOLVED that the County Clerk transmits a certified copy of this Resolution to the

above-named individual to their business address; and the Executive Director of the ETSB.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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

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

ETSB Resolution

NOTICE OF APPOINTMENT

By virtue of the power vested in the Emergency Telephone System Board of DuPage County pursuant to 50 ILCS 750/15.4, the DuPage ETSB Chair does hereby appoint Deputy Chief Craig Jansen (ACDC Fire Representative) to be a member of the Emergency Telephone System Board of DuPage County Policy Advisory Committee (PAC) for a term commencing November 12, 2024 and expiring May 12, 2026.

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Greg Schwarze, Chair

Emergency Telephone System Board of DuPage County



# Addison Police DEPARTMENT



November 4, 2024

Chairman Greg Schwarze  
Emergency Telephone System Board  
421 N. County Farm Road  
Wheaton, IL 60187

Chairman Schwarze:

Please accept this correspondence as a formal request from my office to appoint Deputy Chief Craig Jansen from the Tri-State Fire Protection District to the Policy Advisory Committee (PAC) as an Addison Consolidated Dispatch Center (ACDC) representative. Deputy Chief Jansen will be replacing Chief Patrick Johl, a current member of PAC. Chief Johl will be appointed to the Emergency Telephone System Board, replacing Chief Erik Kramer, and Chief Johl's last PAC meeting was on November 4, 2024.

If you need further information, please don't hesitate to contact me. Thank you for your consideration.

Sincerely,

Roy Selvik  
Chief of Police



ETSB Resolution

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

File #: ETS-R-0080-24

Agenda Date: 11/13/2024

Agenda #: 7.F.1.

BUDGET TRANSFER FOR THE EMERGENCY TELEPHONE  
SYSTEM BOARD OF DUPAGE COUNTY  
FOR FISCAL YEAR 2024

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

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

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

WHEREAS, the 9-1-1 System Coordinator recommends DUPAGE ETS Board approval for the following Fiscal Year 2024 budget transfers:

Amount: \$200,837.00

From Fund/Object Code: 4000-5820-53830: Other Contractual Expenses

To Fund/Object Code: 4000-5820-53090: Other Professional Services

Purpose: Budget transfer for FY24 to move funds from 4000-5820-53830 (Other Contractual Expenses) to 4000-5820-53090 (Other Professional Services) for the development of an encryption plan for the DuPage Emergency Dispatch Interoperable Radio System (DEDIR System).

NOW, THEREFORE BE IT RESOLVED, by the DUPAGE ETS Board that the transfer amount of \$200,837.00 from object code 4000-5820-53830 (Other Contractual Expenses) to 4000-5820-53090 (Other Professional Services), be, and is hereby approved to be made within the indicated object codes.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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

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

JEAN KACZMAREK, COUNTY CLERK



DuPage County, Illinois  
**BUDGET ADJUSTMENT**  
 Effective January 22, 2024

From: 4000  
 Company #

ETSB-EQUALIZATION  
 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	
5820	53830		<b>OTHER CONTRACTUAL EXPENSES</b>	\$ 200,837.00			
Total				\$ 200,837.00			

To: 4000  
 Company #

ETSB-EQUALIZATION  
 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	
5820	53090		<b>OTHER PROFESSIONAL SERVICES</b>	\$ 200,837.00			
Total				\$ 200,837.00			

Reason for Request:

Budget transfer for FY24 to move funds from 4000-5820-53830 (Other Contractual Services) to 4000-5820-53090 (Technical/Professional Services) for the development of an encryption plan for the DEDIR System. [Total Transfer Amount: \$200,837.00]

\_\_\_\_\_  
 Department Head Date

Activity \_\_\_\_\_  
 (optional) Chief Financial Officer Date

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

Finance Department Use Only

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

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



ETSB Resolution

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

File #: ETS-R-0081-24

Agenda Date: 11/13/2024

Agenda #: 7.F.2.

BUDGET TRANSFER FOR THE EMERGENCY TELEPHONE  
SYSTEM BOARD OF DUPAGE COUNTY  
FOR FISCAL YEAR 2025

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

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

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

WHEREAS, the 9-1-1 System Coordinator recommends DUPAGE ETS Board approval for the following Fiscal Year 2025 budget transfers:

Amount: \$6,651,400.00

From Fund/Object Code: 4000-5820-54199: Capital Contingencies

To Fund/Object Code: 4000-5820-54110: Capital Equipment & Machinery

Purpose: Budget transfer for FY25 to move funds from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54110 (Equipment & Machinery) for the third of four payments on the DEDIR System radio replacement project PO 5522-1.

NOW, THEREFORE BE IT RESOLVED, by the DUPAGE ETS Board that the transfer amount of \$6,651,400.00 from object code 4000-5820-54199: Capital Contingencies to object code 4000-5820-54110: Capital Equipment and Machinery, be, and is hereby approved to be made within the indicated object codes.

Enacted and approved this 13th day of November, 2024 at Wheaton, Illinois.

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

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

JEAN KACZMAREK, COUNTY CLERK

DuPage County, Illinois  
**BUDGET ADJUSTMENT**  
 Effective January 22, 2024

From: 4000  
 Company #

ETSB-EQUALIZATION  
 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	
5820	54199		<b>CAPITAL CONTINGENCY</b>	\$ 6,651,400.00			
Total				\$ 6,651,400.00			

To: 4000  
 Company #

ETSB-EQUALIZATION  
 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	
5820	54110		<b>EQUIPMENT AND MACHINERY</b>	\$ 6,651,400.00			
Total				\$ 6,651,400.00			

Reason for Request:

Budget transfer for FY25 to move funds from 4000-5820-54199 (Capital Contingency) to 4000-5820-54110 (Capital Equipment and Machinery) for the third annual payment on the DEDIRS radio replacement project PO 5522-1. [Total Transfer Amount: \$6,651,400.00]

\_\_\_\_\_  
 Department Head Date

Activity \_\_\_\_\_  
 (optional) Chief Financial Officer Date

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

Finance Department Use Only

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

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