1. CALL TO ORDER

2. ROLL CALL

3. CHAIRMAN'S REMARKS

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES

   A. Technology Committee - Regular Meeting - Tuesday March 27th, 2018

6. ACTION ITEMS

   A. TE-P-0117-18 Recommendation for the approval of a contract purchase order to AT&T Mobility for AirWatch Mobile Device Management, for Information Technology. This contract covers the period of May 1, 2018 through April 30, 2019, for a contract total amount of $27,300. Per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000.00

   B. Consent Item -- Amendment to County Contract 2802-0001 issued to Workforce Fusion, LLC, to extend the contract through July 31, 2018, with no increase in contract amount.

   C. Consent Item -- Amendment to County Contract 60000009 issued to Kronos, Inc., to extend the contract through May 31, 2018, with no increase in contract amount.

7. OLD BUSINESS

8. NEW BUSINESS

9. ADJOURNMENT
1. **CALL TO ORDER**

9:00 AM meeting was called to order by Chairman Kevin Wiley at 9:02 AM.

2. **ROLL CALL**

   **PRESENT:** Anderson, Berlin, Bucholz, Chaplin, Fichtner, Grogan, Henry, Kachirombas, Krajewski, Wiley
   
   **ABSENT:** Elliott (Excused), Zaruba

   Member Elliott was excused to attend another committee meeting.

   Conor McCarthy was present as a representative for Member Robert Berlin, State's Attorney.
   Peter Balgemann was present as a representative for Member Bob Grogan, Auditor.

3. **CHAIRMAN'S REMARKS**

   Chairman Wiley reviewed the 2017 Accomplishments & Significant Projects handout with the committee, as attached hereto.

   In regards to the new Election Night Reporting website, Member Anderson expressed that she felt toggling between the Democratic and Republican results pages was awkward. Member Chaplin agreed. Chairman Wiley and Don Carlsen, CIO, noted that the website can be adjusted. Mr. Carlsen also noted that Joe Sobecki, Executive Director of the Election Commission, will likely request feedback from committee members.

   Member Henry asked for clarification as to what the third item is under the Application Development section. Mr. Carlsen said he would confirm with staff before responding to her.

   A. **2017 Accomplishments & Significant Projects**

      | **RESULT:** | **HAND OUT** |
      |-------------|-------------|

4. **PUBLIC COMMENT**

   None.
5. APPROVAL OF MINUTES

A. Technology Committee - Regular Meeting - Mar 13, 2018 9:00 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Janice Anderson, District 5
SECONDER: Elizabeth Chaplin, District 2
AYES:
- Anderson, Berlin, Bucholz, Chaplin, Fichtner, Grogan, Henry, Kachiroubas,
  Krajewski, Wiley
ABSENT:
- Zaruba
ABSENT:
- Elliott

6. ACTION ITEMS


RESULT: APPROVED [UNANIMOUS]
MOVER: Chris Kachiroubas, Circuit Court Clerk
SECONDER: Elizabeth Chaplin, District 2
AYES:
- Anderson, Berlin, Bucholz, Chaplin, Fichtner, Grogan, Henry, Kachiroubas,
  Krajewski, Wiley
ABSENT:
- Zaruba
ABSENT:
- Elliott

B. 2018-94 Recommendation for the approval of a contract purchase order to Kinsey & Kinsey, Inc., for ERP consulting services for the Finance and Treasurer departments, for Information Technology. This contract covers the period of December 1, 2017 through November 30, 2018, for a contract total amount of $15,000.00. Per 55 ILCS-1022 ‘Competitive Bids’ (d) IT/Telecom purchases under $35,000.00.

RESULT: APPROVED [UNANIMOUS]
MOVER: Gwen Henry, Ex-Officio - Treasurer
SECONDER: Elizabeth Chaplin, District 2
AYES:
- Anderson, Berlin, Bucholz, Chaplin, Fichtner, Grogan, Henry, Kachiroubas,
  Krajewski, Wiley
ABSENT:
- Zaruba
ABSENT:
- Elliott
C. Change Order -- TE-P-0452B-17 - Amendment to Resolution TE-P-0452A-17 (County Contract 2875-0001-SERV), issued to BMC Software, Inc., for annual software licensing and support for Control-M automated job scheduling software, for Information Technology, to increase the contract $28,488.37 to cover the costs of additional processing task volume to the software license, resulting in an amended contract total of $138,602.82, an increase of 25.87%.

RESULT: APPROVED [UNANIMOUS]
MOVER: Chris Kachiroubas, Circuit Court Clerk
SECONDER: Elizabeth Chaplin, District 2
ABSENT: Zaruba
ABSENT: Elliott

D. Authorization to Travel -- Approval is requested to have the Chief Information Officer attend the Illinois Counties Information Management Association (ICIMA) 2018 Spring Conference in Urbana, Illinois from May 17, 2018 through May 18, 2018 for an approximate cost of $580.00.

RESULT: APPROVED [UNANIMOUS]
MOVER: Paul Fichtner, District 1
SECONDER: Elizabeth Chaplin, District 2
ABSENT: Zaruba
ABSENT: Elliott

7. INFORMATIONAL ITEMS
Member Fichtner moved, seconded by Member Chaplin, to combine and place on file items 7A and 7B. All ayes. Motion carried.

A. DC-P-0082-18 Recommendation for approval of a contract purchase order to Harris Govern, for annual software maintenance and support services, as needed, for the period April 1, 2018 through March 31, 2019, for Building & Zoning - $17,584.32, Division of Transportation - $9,524.84, and Public Works - $3,663.40, for a contract total amount not to exceed $30,772.56; Per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids -Sole Source. (Support for Govern System)
RESULT: APPROVED [UNANIMOUS]
MOVER: Paul Fichtner, District 1
SECONDER: Elizabeth Chaplin, District 2
ABSENT: Zaruba
ABSENT: Elliott

B. JPS-P-0096-18 Recommendation for the approval for a contract purchase order issued to Unified Power for the labor to remove, replace and recycle battery strings on the UPS for the Circuit Court Clerk, for a contract total amount not to exceed $27,947.26, per 55 ILCS 5/5-1022 “Competitive Bids” (d) IT/Telecom purchases under $35,000.

RESULT: APPROVED [UNANIMOUS]
MOVER: Paul Fichtner, District 1
SECONDER: Elizabeth Chaplin, District 2
ABSENT: Zaruba
ABSENT: Elliott

8. DISCUSSION

A. Strategic Plan Update - FY18 Q1

Mr. Carlsen provided a Strategic Plan Update to the committee. Chairman Wiley then commended Mr. Carlsen for all of his work in putting the updates and information together.

RESULT: HAND OUT

9. OLD BUSINESS

Member Kachiroubas expressed his disappointment that Election Commission staff was not present at the meeting to discuss the new results website. He then commented on the issues experienced by the Commission following the election, noting that DuPage County has always been considered a model and needs to maintain that integrity. He suggested that perhaps a committee be formed to review the issues that happened with the election results and devise ways to correct them.
Chairman Wiley noted it was a procedural error. He added that Mr. Sobecki will present to the County Board, where the issues will then be addressed and discussed. Mr. Wiley then stated he will make sure Mr. Sobecki attends the next Technology Committee meeting as well.

10.  NEW BUSINESS
None.

11.  ADJOURNMENT
With no further business, the meeting was adjourned.
AWARDING RESOLUTION TO
AT&T MOBILITY II LLC
D/B/A AT&T MOBILITY - NATIONAL ACT
FOR THE PURCHASE OF
AIRWATCH MOBILE DEVICE MANAGEMENT SUITE
(CONTRACT TOTAL: $27,300.00)

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

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract purchase order to AT&T Mobility II LLC d/b/a AT&T Mobility - National Act, for the procurement of AirWatch Mobile Device Management Suite to manage smartphones assigned to County employees, for the period of May 1, 2018 through April 30, 2019, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that the contract, covering said, for the procurement of AirWatch Mobile Device Management Suite to manage smartphones assigned to County employees, for the period of May 1, 2018 through April 30, 2019, for Information Technology, be and it is hereby approved for issuance of a contract purchase order, by the Procurement Division to AT&T Mobility II LLC, d/b/a AT&T Mobility - National Act, 95 W. Algonquin Road, Arlington Heights, IL 60005, for a contract total amount of $27,300.00. Per 55 ILCS 5/5-1022 Competitive Bids (d) IT/Telecom purchases under $35,000.00.

Enacted and approved this 10th day of April, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
**PROCUREMENT REVIEW CHECKLIST REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 21, 2018</td>
<td>$27,300.00</td>
<td>05/01/2018 TO 04/30/2019</td>
<td>INFORMATION SYSTEMS</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Godzicki</td>
<td>Completed</td>
<td>03/26/2018 2:38 PM</td>
<td></td>
</tr>
<tr>
<td>Deborah Hanson</td>
<td>Completed</td>
<td>03/26/2018 2:39 PM</td>
<td></td>
</tr>
<tr>
<td>Donald Carlsen</td>
<td>Completed</td>
<td>03/26/2018 2:41 PM</td>
<td></td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/27/2018 3:42 PM</td>
<td></td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>03/28/2018 10:20 AM</td>
<td></td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>03/28/2018 11:38 AM</td>
<td></td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/29/2018 12:23 PM</td>
<td></td>
</tr>
<tr>
<td>Technology Committee</td>
<td>Pending</td>
<td>04/10/2018 9:00 AM</td>
<td></td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Pending</td>
<td>04/10/2018 8:00 AM</td>
<td></td>
</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>04/10/2018 10:00 AM</td>
<td></td>
</tr>
</tbody>
</table>
Procurement Review Checklist
Procurement Services Division

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Vendor: AT&T Mobility II LLC
Vendor #: 10009
Contact: Wendl Wagner
Phone: 630-407-5064

Contract Term: 05/01/2018 - 04/30/2019
Contract Total: $27,300.00

Dept: Information Technology
Contact: Wendl Wagner
Phone: 630-407-5064

Assigned Committee: Technology

Description of Procurement/Scope of Work/Background
Procurement of Airwatch Mobile Device Management.

Reason for Procurement
Mobile Device Management allows DuPage County to manage the hundreds of smartphones assigned to employees. We are able to wipe data from devices remotely, unlock devices, and reset security codes, among other features.

FUNDING SOURCE

☐ Procurement budgeted for (FY and budget code(s)): FY18 - 1000-1110-53260; FY19 - 1000-1110-53260

☐ Budget Transfer (Date) ________________ Add'l Information

DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # ________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)

☐ RENEWAL Enter Bid # ____________________________ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCSS25)

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # ____________________________ (include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # ________________

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)

☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)

☐ OTHER THAN LOWEST RESPONSIBLE, BID # ________________

Prepared By

Mar 26, 2018

Recommended for Approval

Date

IT Approval, if required

Date

REVIEWED BY (Initials Only)

Buyer

Date

Procurement Officer

Date

Chief Financial Officer (Decision Memos Over $25,000)

Date

Chairman’s Office (Decision Memos Over $25,000)

Date
**Purchase Requisition**

**Procurement Services Division**

---

### Send Purchase Order To:
- **Vendor:** AT&T Mobility II LLC  
  **Vendor #:** 10009  
  **Attn:** DBA AT&T Mobility - National Act  
  **Email:** rb1735@att.com  
- **Dept:** Information Technology  
- **Division:**  
- **Address:** PO Box 6463  
- **City:** Carol Stream  
- **State:** IL  
- **Zip:** 60197-6463  
- **Phone:** Fax:

### Send Invoices To:
- **Vendor:** AT&T Mobility II LLC  
  **Vendor #:** 10009  
  **Attn:** Sarah Godzicki  
  **Email:** Sarah.Godzicki@dupageco.org  
- **Address:** 421 N. County Farm Road  
- **City:** Wheaton  
- **State:** IL  
- **Zip:** 60187  
- **Phone:** 630-407-5000  
- **Fax:** 630-407-5001

### Send Payments To:
- **Vendor:** AT&T Mobility II LLC  
  **Vendor #:** 10009  
- **Attn:**  
- **Email:**  
- **Address:** PO Box 6463  
- **City:** Carol Stream  
- **State:** IL  
- **Zip:** 60197-6463  
- **Phone:** Fax:

### Ship To:
- **Dept:** Information Technology  
- **Division:**  
- **Attn:** Wendi Wagner  
  **Email:** wendi.wagner@dupageco.org  
- **Address:** 421 N. County Farm Road  
- **City:** Wheaton  
- **State:** IL  
- **Zip:** 60187  
- **Phone:** 630-407-5000  
- **Fax:** 630-407-5001

### Payment Terms
- F.O.B.  
- **Destination:**
  - **Use for:** PO 20 Delivery Date  
  - **Requisitioner:** Sarah Godzicki  
  - **PO 25 only:** May 1, 2018  
  - **Apr 30, 2019 (PO 25 only)**

### LN | Qty | UOM | Item Detail (Product #) | Description | FY | Dept # | Acct # | Sub-Accts and/or Activity # | Unit Price | Extension |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>12</td>
<td>MO</td>
<td>AirWatch Hosted Orange Management Suite (includes 24x7 AT&amp;T Service Desk Support)</td>
<td>AirWatch Management Suite (includes 24x7 AT&amp;T Service Desk Support)</td>
<td>1000</td>
<td>1110</td>
<td>53260</td>
<td></td>
<td>2,275.00</td>
<td>27,300</td>
</tr>
</tbody>
</table>

**Requisition Total:** $27,300

### Header Comments
(These comments will appear on the PO20 and PO25 Purchase Order):

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

**User Department Internal Notes** (These comments will NOT appear on the Purchase Order):
Customer: DuPage County  
Account: 287269948134  
Attn: Wendi Wagner

**VMWare/AirWatch MDM Maintenance**  
**Start Date:** May 1, 2018  
**End Date:** April 30, 2019

<table>
<thead>
<tr>
<th>Product Description</th>
<th>Unit</th>
<th>Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>AirWatch Hosted Orange Management Suite, per device (600) (includes 24x7 AT&amp;T Service Desk Support)</td>
<td>$3.50</td>
<td>$2,100</td>
</tr>
<tr>
<td>Annual cost plus applicable tax</td>
<td></td>
<td>$25,200</td>
</tr>
</tbody>
</table>
Request for Change Order  
Procurement Services Division  
Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #: 2802-0001-SERV</th>
<th>Original Purchase Order Date: Sep 13, 2017</th>
<th>Change Order #: 1</th>
<th>Department: IT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Workforce Fusion, LLC</td>
<td>Vendor #: 27474</td>
<td></td>
<td>Dept Contact: Sandy Modesitt</td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**
The change order will amend the contract end date with Workforce Fusion to upgrade Kronos for the Care Center and Implement Employee Self Service (ESS) and Advanced Scheduler modules. This is a non-monetary Change Order.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starting contract value</td>
<td>$46,750.00</td>
</tr>
<tr>
<td>Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>Current contract amount (A + B)</td>
<td>$46,750.00</td>
</tr>
<tr>
<td>Amount of this Change Order</td>
<td>Increase $46,750.00</td>
</tr>
<tr>
<td>New contract amount (C + D)</td>
<td>$46,750.00</td>
</tr>
<tr>
<td>Percent of current contract value this Change Order represents (D / C)</td>
<td>0.00%</td>
</tr>
<tr>
<td>Cumulative percent of all Change Orders (B+D/A; 60% maximum on construction contracts)</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

### DECISION MEMO REQUIRED

- (X) Increase (greater than 29 days) contract expiration from: Mar 31, 2018 to: Jul 31, 2018
- Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- OTHER - explain below:

**SIG:** 5037  
**Prepared By (initials):**  
**Phone Ext:** Mar 26, 2018

**REVIEWED BY (initials Only):**

**Buyer:** Date: 3-23-18  
Procurement Officer: Date: 3-30-18

**Chief Financial Officer (Decision Memos Over $25,000):** Date: 4-2-18  
Chairman's Office (Decision Memos Over $25,000): Date: 4-3-18

---

**CONSENT AGENDA**  
**APR 10 20**

---

**Packet Pg. 12**
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: Mar 22, 2018
MinuteTraq (IQM2) ID #: 12328
Department Requisition #: 

Requesting Department: IT
Department Contact: Sandy Modesitt

Contact Email: sandy.modesitt@dupageco.org
Contact Phone: 630-407-5051

Vendor Name: Workforce Fusion
Vendor #: 27474

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

Change order to extend the contract through July 31, 2018.

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

The original end date was 3/31/2018. Work for V8 was extended due to a number of reasons, including availability of Care Center staff for various parts of the project.

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

Customer Service

The County Board approved a purchase order on 9/26/2017 with Workforce Fusion to configure the upgraded Kronos installation, implement the Employee Self Service (ESS) and Advanced Scheduler modules, and work with Care Center staff to maximize functionality of the Kronos system and modules.

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

The Kronos upgrade of the project went well and the Care Center is now using the new version. Several improvements were realized with the upgrade. Additional time is needed to complete the remaining work to implement ESS and Advanced Scheduler.

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

Staff recommends extending the contract expiration date on the PO in order to complete the project.

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.

The change order does not increase the contract value but allows the completion of the project.
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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>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</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

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

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

The full text for the county's ethics and procurement policies and ordinances are available at:
http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature

Signature on file

Printed Name: Peter Sperlongano

Title: CEO

Date: September 8, 2017

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
Request for Change Order  
Procurement Services Division

Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #: 600000009</th>
<th>Original Purchase Order Date: Sep 26, 2017</th>
<th>Change Order #: 1</th>
<th>Department: IT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Kronos Incorporated</td>
<td>Vendor #: 11850</td>
<td>Dept Contact: Sandy Modesitt</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**
The change order will amend the contract end date with Kronos professional services to setup Kronos servers for the upgrade of Kronos to version 8. This is a non-monetary Change Order.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**
- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

**INCREASE/DECREASE**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
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<tr>
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<td>$46,750.00</td>
</tr>
<tr>
<td>C. Current contract amount (A + B)</td>
<td></td>
</tr>
<tr>
<td>D. Amount of this Change Order</td>
<td>Increase</td>
</tr>
<tr>
<td>E. New contract amount (C + D)</td>
<td>$46,750.00</td>
</tr>
<tr>
<td>F. Percent of current contract value this Change Order represents (D / C)</td>
<td>0.00%</td>
</tr>
<tr>
<td>G. Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

**DECISION MEMO NOT REQUIRED**

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

**Price shows:**

- [ ] Increase/Decrease quantity from: ____________________ to: ____________________
- [ ] 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: Nov 30, 2017 to: May 31, 2018
- [ ] Increase ≥ $2,500.00, or ≥ 10% of current contract amount
- [ ] Funding Source: ____________________
- [ ] OTHER - explain below: ____________________

**SIG**

<table>
<thead>
<tr>
<th>Prepared By (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
<th>Recommended for Approval (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
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<tbody>
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<td>5037</td>
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<tr>
<th>Buyer</th>
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<th>Procurement Officer</th>
<th>Date</th>
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<td>3/28/18</td>
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<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
<th>Chairman’s Office</th>
<th>Date</th>
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</thead>
<tbody>
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<td>(Decision Memos Over $25,000)</td>
<td>3/28/18</td>
<td>(Decision Memos Over $25,000)</td>
<td>4/3/18</td>
</tr>
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</table>

**CONSENT AGENDA**

Rev 1.6
Packet Pg. 15
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: Mar 23, 2018

MinuteTraq (IQM2) ID #: 12330

Department Requisition #: ____________

Requesting Department: IT

Department Contact: Sandy Modesitt

Contact Email: sandy.modesitt@dupageco.org

Vendor Name: Kronos Incorporated

Contact Phone: 630-407-5051

Vendor #: 11850

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

Change order to extend the contract through May 31, 2018.

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

The original end date was 11/30/2017. The server that is currently the production server was setup at that time. It was decided to defer creating a new test server until V8 was fully implemented. That work was done in March. A test environment is then needed for future Kronos work.

Strategic Impact

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

The County Board approved a purchase order on 9/26/2017. The contract extension allowed for Kronos to create a test environment for Kronos.

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

The Kronos upgrade of the project went well and the Care Center is now using the new version. The test environment also needed to be created by Kronos professional services.

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

Staff recommends extending the contract expiration date on the PO in order to complete the project.

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.

The change order does not increase the contract but allows the completion of the project.
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: Jan 18, 2018

<table>
<thead>
<tr>
<th>Company Name: Kronos Incorporated</th>
<th>Company Contact: Jason Roy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 978-947-7756</td>
<td>Contact Email: <a href="mailto:JASON.ROY@KRONOS.COM">JASON.ROY@KRONOS.COM</a></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>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</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jason Roy</td>
<td>978-947-7756</td>
<td><a href="mailto:JASON.ROY@KRONOS.COM">JASON.ROY@KRONOS.COM</a></td>
</tr>
</tbody>
</table>

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

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

The full text for the county's ethics and procurement policies and ordinances are available at:
http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature

Signature on File

Printed Name: John O'Brien
Title: Sr. Vice President, Global Sales
Date: Jan 18, 2018

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