1. CALL TO ORDER

2. ROLL CALL

3. CHAIRMAN'S REMARKS

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES

   A. Technology Committee - Regular Meeting - Tuesday April 24th, 2018

6. ACTION ITEMS

   A. TE-R-0180-18 RESOLUTION -- Intergovernmental Agreement between the County of DuPage ("County") and the Lisle-Woodridge Fire Protection District ("District") to permit County staff to review geospatial data kept by the District and develop a GIS application to map the routes and dispatch locations for the District.

   B. TE-P-0154-18 Recommendation for the approval of a contract purchase order to True North Consulting Group, for Telecom Needs Analysis, Budget & RFP development, for Information Technology. This contract covers the period of May 8, 2018 to May 8, 2019, for a contract total amount $43,000.00, per bid #18-065-LG.

   C. 2018-129 Recommendation for the approval of a contract purchase order to Dude Solutions, Inc., for Help Desk and Insight software and implementation, for Information Technology, for the period of July 1, 2018 through August 31, 2019, for a contract total amount of $20,140.00; per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000.00.

   D. 2018-130 Recommendation for the approval of a contract purchase order to CDW Government, Inc., for FatPipe annual software maintenance, for Information Technology, for the period of May 6, 2018 through May 6, 2019, for a contract total amount of $5,196.80; per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000.00.

7. INFORMATIONAL ITEMS
A. JPS-P-0137-18 Recommendation for the approval of a contract purchase order to Logicalis, Inc., to provide needed hardware and software along with professional and technical assistance for the computer system of the Circuit Court Clerk, for a contract total amount of $191,057.90. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-300.4-108 (1) (b).

B. 2018-118 Recommendation for the approval of a contract purchase order to CDWG for SonicWall upgrade software licensing, NSA 2650 security appliance and network/firewall security appliances for the Sheriff's Office for a contract total not to exceed $9,230.80. Per low quote 18-099-LG

C. 2018-111 Recommendation for the approval of a contract purchase order to Trafficware, LLC, for updated Synchro 10 software licensing, maintenance and support services for the Division of Transportation, for a contract total not to exceed $6,229.55; Per 55 ILCS-1022 “Competitive Bids” (c) not suitable for competitive bids

D. Change Order -- JPS-P-0174A-16 - Amendment to Resolution JPS-P-0174-16, (purchase order 1903-001 SERV), issued to Logicalis to provide cloud based disaster recovery for the Circuit Court Clerk, for the period of July 1, 2016 through June 30, 2021, to increase encumbrance in the amount of $4,468.00, resulting in an amended contract total amount not to exceed $809,370.52, an increase of 0.56%.

8. OLD BUSINESS

9. NEW BUSINESS

10. ADJOURNMENT
1. CALL TO ORDER

9:00 AM meeting was called to order by Chairman Kevin Wiley at 9:29 AM.

2. ROLL CALL

PRESENT: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiropas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

Conor McCarthy was present as a representative for Member Robert Berlin, State's Attorney.
Iwan Dimidik was present as a representative for Member John Zaruba, County Sheriff.
Tony Manzzullo was present as a representative for Member Fred Bucholz, County Recorder.

3. CHAIRMAN'S REMARKS

Chairman Wiley apologized for the meeting starting so late, noting that the County Board meeting ran long.

4. PUBLIC COMMENT

None.

5. APPROVAL OF MINUTES

A. Technology Committee - Regular Meeting - Apr 10, 2018 9:00 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Brian J Krajewski, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiropas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

6. BUDGET TRANSFERS
Member Elliott moved, seconded by Member Krajewski, to combine and approve items 6A and 6B. All ayes. Motion carried.

A. Budget Transfers -- Budget adjustment of $53,282.00 from 1100-2900-53828 (Contingencies) to 1100-2900-51000 (Benefit Payments); and $49,452.00 from 1100-2900-53020 (Information Technology Svcs) to 1100-2900-53806 (Software Licenses) to cover the cost of retiring employee benefits and annual GIS Azure Maintenance costs.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Brian J Krajewski, District 3
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

B. Budget Transfers -- Budget adjustment of $271,600.00 from 1000-1110-53999 (New Program Requests) to 1000-1110-53020 (Information Technology Services) to cover the cost of ERP Managed Services for HR as well as the cost of the Plante/Moran contract (Tax Assessment Consulting Service).

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Brian J Krajewski, District 3
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

7. ACTION ITEMS

A. TE-P-0131-18 Recommendation for the approval of a contract purchase order to Physicians Record Company, to furnish and deliver printed carbonless (NCR) forms for various County offices/departments. This contract covers the period of June 1, 2018 to May 31, 2019, for a contract total amount $42,000.00, per renewal option under bid #17-075-GV. This is the first of three (3) optional twelve month renewals.

RESULT: APPROVED [UNANIMOUS]
MOVER: Brian J Krajewski, District 3
SECONDER: Tim Elliott, District 4
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson
B. TE-P-0132-18 Recommendation for the approval of a contract purchase order to Trustwave Holdings, Inc. for professional services to perform managed security testing and compliance validation services for the Payment Card Industry (PCI) Data Security Standard (DSS), for Information Technology. This contract covers the period of May 1, 2018 through November 30, 2018, for a contract total amount of $34,898.00. Per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000.00

Member Chaplin noted that this item is only slightly below the limit for IT/Telecom purchases under $35,000, per Illinois statute. She asked if, in these types of situations, bids or quotes are taken. Wendi Wagner, Network Systems Manager, said she did obtain quotes from various vendors and compared them before choosing Trustwave. Member Grogan added that official bids add extra work and administrative costs, which is why there is a higher limit before requiring them. Member Chaplin was satisfied with staff’s response.

RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, Chairman
SECONDER: Tim Elliott, District 4
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

C. TE-P-0133-18 Recommendation for the approval of a contract purchase order to MHC Software, Inc. for annual maintenance of the Enterprise Content Management System for Finance and Human Resources, for Information Technology. This contract covers the period of February 28, 2018 through February 27, 2019, for a contract total amount of $33,030.00. Per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Chris Kachiroubas, Circuit Court Clerk
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

D. Action Item -- DT-R-0354A-17 – Amendment to Resolution DT-R-0354-17, issued to Meade, Inc., for the 2018-2019 Traffic Signal and Street Light Maintenance Program, Section 18-TSMTC-01-GM, to increase the funding in the amount of $74,836.00, resulting in an amended estimated County cost of $2,294,744.51, an increase of 3.37% (Furnish/install inner-duct and indoor-outdoor fiber for Customer Premise Equipment (CPE) network connectivity to the DU-COMM PSAP for the DuPage County Emergency Telephone System Board ($41,181.00), Information Technology ($20,245.00) and Du-Comm/Facilities Management ($13,410.00).
Member Chaplin recused herself from item 7D.

Member Grogan asked why DuComm is not picking up the charge for this project. He also asked if this change order is included in the original scope of work. Don Carlsen, CIO, and Paul Rafac, CFO, both responded that ETSB is doing a transfer of funds to pay their portion. Mr. Rafac added that this is considered a capital project/initiative. Mr. Carlsen noted this project will allow IT, DuComm, and ETSB to share data center space.

RESULT: APPROVED [9 TO 0]
MOVER: Tim Elliott, District 4
SECONDER: Brian J Krajewski, District 3
AYES: Berlin, Bucholz, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson
RECUSED: Chaplin

8. INFORMATIONAL ITEMS
Member Elliott moved, seconded by Member Kachiroubas, to combine and place on file items 8A through 8D. All ayes. Motion carried.

A. FI-P-0134-18 Recommendation for the approval of a contract for CherryRoad Technologies Inc., to provide an integrated budget solution for the County covering the period through 2023 for Finance for a contract total amount not to exceed $783,580. Per request for proposal RFP 18-704-LG.

Member Grogan inquired as to why this purchase is coming to Technology Committee as informational rather than for approval. Chairman Wiley explained that this project is headed by the Finance department and, as such, goes to Finance Committee for approval.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Chris Kachiroubas, Circuit Court Clerk
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

B. HHS-P-0123-18 Recommendation for the approval of a contract purchase order to CareVoyant, Inc., for one (1) year of software maintenance for the CareVoyant software system and first databank annual usage fee, for the DuPage Care Center, for the period May 1, 2018 through April 30, 2019, for a contract not to exceed $77,817.00, per 55 ILCS 5/5-1022 “Competitive Bids” (c) not suitable for competitive bids.
C. 2018-114 Recommendation for the approval of a contract purchase order to QS/1 Data Systems, for software and software maintenance for the QS/1Data System in the Pharmacy Department, for the DuPage Care Center, for the period May 1, 2018 through April 30, 2019, for a contract total not to exceed $20,000.00, per 55 ILCS 5/5-1022 ‘Competitive Bids’ (c) not suitable for competitive bidding.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Chris Kachiroubas, Circuit Court Clerk
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

D. 2018-110 Recommendation for approval of a contract purchase order to Kronos Inc., for software support services for the Kronos automated time and attendance system for the Public Works and Facilities Management Departments, for the period June 29, 2018 through June 28, 2019, Exempt from bidding per 55 ILCS 5/5-1022 ‘Competitive Bids’ (d) IT/Telecom purchases for a contract total not to exceed $6,474.73.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Chris Kachiroubas, Circuit Court Clerk
AYES: Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba
ABSENT: Anderson

9. OLD BUSINESS

10. NEW BUSINESS

11. ADJOURNMENT
Without objection, the meeting was adjourned.
INTERGOVERNMENTAL AGREEMENT BETWEEN
THE LISLE-WOODRIDGE FIRE PROTECTION DISTRICT
AND THE COUNTY OF DU PAGE FOR
SHARED GEOGRAPHICAL INFORMATION SYSTEM (GIS) SERVICES

WHEREAS, the Lisle-Woodridge Fire Protection District ("DISTRICT") and County of DuPage ("COUNTY") are public agencies within the meaning of the Illinois “Intergovernmental Cooperation Act”, as specified in the Illinois Statute, 5 ILCS 220/1 et seq., and as authorized by Article 7, Section 10 of the Constitution of the State of Illinois; and

WHEREAS, the purpose of the “Intergovernmental Cooperation Act” and Article 7 of the Constitution of the State of Illinois include fostering cooperation among governmental bodies; and

WHEREAS, the COUNTY and DISTRICT have entered into an Intergovernmental Agreement ("AGREEMENT") to permit County staff to review geospatial data from the Lisle-Woodridge Fire Protection District and develop a GIS application to map the routes and dispatch locations for the District, as specified in the AGREEMENT attached hereto; and

WHEREAS, the Technology Committee has reviewed and recommends County Board approval of the attached AGREEMENT.

NOW, THEREFORE BE IT RESOLVED, by the DuPage County Board that the attached AGREEMENT between the DISTRICT and the COUNTY is hereby accepted and approved, and that the Chairman of the DuPage County Board is hereby authorized and directed to execute the AGREEMENT on behalf of the County; and

BE IT FURTHER RESOLVED, that the County Clerk be directed to transmit certified copies of this Resolution and attached to the Lisle-Woodridge Fire Protection District, ATTN: Chief Keith Krestan, 1005 School Street, Lisle, IL 60532, and Conor McCarthy, State's Attorney's office.

Enacted and approved this 8th day of May, 2018 at Wheaton, Illinois.

____________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Memo

To: Chief Keith Krestan (Lisle-Woodridge Fire Protection District)

From: Tom Ricker (DuPage County GIS)

cc: 

Date: February 26, 2018

Re: Scope of Work, Time & Pricing for GIS Shared Services

Please find below the project summary, scope of work along with time and pricing we discussed concerning the GIS shared services.

GIS Application & Support Services:

The Lisle-Woodridge Fire Protection District (LWFPD) has asked that DuPage County GIS provide pricing for GIS shared services. The LWFPD was looking to have maps of their various dispatched calls mapped out. The maps that needed updating were data that came out of a report program they currently are using called Firehouse. In looking at the hard copy maps produced from this data coming out from this Firehouse program, DuPage GIS would like to propose that we create for LWFPD a GIS web application. This GIS application would allow LWFPD staff to query out this firehouse information so that dynamic maps of all their dispatch calls can be displayed from multiple devices such as Desktops, Laptops, Tablets and Smartphones. This application would show LWFPD updated spatial data on monthly intervals as opposed to a static hard copy map that could be outdated data after time.

Data Review and ArcGIS Online Startup:

County GIS Staff have currently reviewed the LWFPD’s data from their firehouse application. We will need to perform some additional reviews prior to the devolution of the GIS web application.

The LWFPD has one standalone licensee of ArcGIS Desktop. With this one licensee, it provides LWFPD with use and access to ArcGIS online. ArcGIS Online is a cloud base online, collaborative web GIS that allows users to use, create, and share maps, apps, layers, analytics, and data. GIS staff will work with the LWFPD and with ESRI in getting their ArcGIS online account up and working to house the map layers of the call data along with the web map and the GIS application.
GIS Application Development:

County GIS staff will work with LWFPD to develop a GIS application that will map out their dispatched calls coming from their current firehouse application. County GIS staff will geocode each location provided by LWFPD. The points from the geo-coding process will be published to a Hosted Feature Layer in ArcGIS Online. This hosted layer will then be used as the main map layer for data queries and analysis in the proposed GIS application.

The proposed GIS application will be what is called a “Dashboard” application. Users will be able to not only view the locations on the map but see dynamic graphs and charts that correspond with the location being viewed in the web map.

With the application development county staff, will work with LWFPD to set up data queries and filters. These queries and filters will allow LWFPD staff to manipulate the viewable data from within the application and map. Examples: 300- “Rescue and EMS incident other” between 1/01/2017 thru 5/31/2017.

With the queries and or filters performed in the application, the map will turn off all other incidents outside of the 300 code and the dates requested and show only the incidents that were requested through the query noted in the example.

Monthly Data Updates:

Every month County GIS staff will obtain an updated data dump from the Firehouse Software application. County GIS staff will geocode only those new records since the last monthly data dump.

Hard Copy Map Production:

County staff will support current and future hard copy map production. Staff will utilize current map templates to create such maps.

GIS Software Support:
County GIS staff will provide software support for LWFPD staff for the various ESRI licensed products ArcGIS Desktop, ArcGIS Online and ArcGIS Collector, along with Geodatabase Shapefiles. Software support can be conducted onsite or through screen sharing web meetings.

**Hours and Reimbursement Charges:**

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<th>DATE</th>
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* Reoccurring Service (Hourly Rate Could be Scheduled for Change)

The above rate is based on a specific county GIS staff work rate and could be subject to change. If changes in the work rate does occur DuPage GIS will notify the Lisle-Woodridge Fire Protections District prior to the change.
Intergovernmental Agreement
GIS Services

This INTERGOVERNMENTAL AGREEMENT (“Agreement”) is entered into by and between the County of DuPage (“County”), Illinois, a body corporate and politic and the Lisle Woodridge Fire Protection District, (“District”) is a fire protection district established pursuant to 70 ILCS 705 (collectively “the Parties”).

Recitals
WHEREAS, the Illinois Constitution and the Intergovernmental Cooperation Act (5 ILCS 220/ et. seq) authorize units of local government, including counties and fire protection districts, to contract or otherwise associate among themselves in any manner not prohibited by law and to jointly exercise any power, privilege or authority conferred upon them by law; and

WHEREAS, the County has staff with exceptional skill and expertise in the area of GIS data organization and development of views, groups, and applications; and

WHEREAS, the Parties have entered into this Agreement to conserve resources, reduce costs, and to improve the efficiency and economy of developing geospatial data and displaying data and queries related to the District’s dispatched calls, and

WHEREAS, this IGA permits County staff to review the data currently kept by the District, and

WHEREAS, this IGA permits County staff to develop a GIS application which will map the routes and dispatch locations for the District,

WHEREAS, this IGA allows the District to have more reliable and up to date fire protection data, and

WHEREAS, this IGA eliminates duplication of effort, and facilitates the sharing of expertise and data, and provides low cost services to the District,

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereby agree as follows:

Part 1 – Incorporation of the Recitals & Definitions

Section 1.1 – Recitals Incorporated. The recitals set forth above are incorporated in this Agreement by reference and made a part of this IGA.
‘Section 1.2 – Definitions.
A. “County” or “The County” shall refer to the County of DuPage.
B. “District” or “The District” shall refer to the Lisle Woodridge Fire Protection District.

Part 2 – Obligations of the County

Section 2.1 – Generally. The County, by and through its information technology department, shall inventory and reorganize the current ArcGIS features and available data. The County will work with the District to establish an ArcGIS online account to house map layers of call data in addition to the web map and GIS application. The County will develop a GIS application which will map the dispatched call coming from the current firehouse application, geocode each location provided by the District, and develop a hosted map layer for queries and analysis in the application. The County will create a “dashboard” application, which will permit users to both view map locations but also see dynamic graphs and charts corresponding to the map location. County will collaborate with District to establish data queries and filters which will permit the District to sort and manipulate data within the application and map. Every month, the County will obtain an updated data dump from the District and geocode only new records contained in the data dump. The County will support current and future hard copy map production using current templates. The County will provide limited software support for ERSI licensed products.

Section 2.2 – Scope of Work. The Scope of Work Memorandum is hereby attached and incorporated into this agreement by reference as Exhibit A. Where there are any differences between the terms of this Agreement and the terms of the Scope of Work, the Scope of Work shall control.

Section 2.3 – No Further Obligations. The County shall have no further obligations under this IGA, beyond providing the services listed in Section 2.1.

Part 3 – Obligations of the District

Section 3.1- Generally. The District shall cooperate with the County in all aspects of the data collection, input, and analysis, including making data or files accessible to the County.

Section 3.2 – Payment
The District agrees to reimburse the County for the staff time involving the services provided under this agreement at the hourly work rate of $58.95 for data review, application development, data updates, or similar work. Map production work shall be reimbursed at $36.54 per hour. If the work rate is modified, the County shall notify the District prior to the change and offer the opportunity to cancel this Intergovernmental Agreement.

Section 4.1 - No Joint Venture. This IGA shall not be construed in such a way that either party is deemed to be, the representative, agent, employee, partner, or joint venture of the other. The Parties shall not have the authority to enter into any other Agreement, or to assume any liability, on behalf of the other party, or to bind or commit the other party in any manner, except as expressly provided herein.

Section 4.2 - Entire Agreement. This IGA constitutes the entire Agreement of the Parties with respect to the subject matter hereof and supersedes all other prior and contemporary Agreements, understandings, representations, negotiations, and commitments between the Parties with respect to the subject matter hereof.

Section 4.3 – Representations. Each party represents that it has the authority to enter into this IGA and undertake the duties and obligations contemplated by this IGA and that it has taken or caused to be taken all necessary action to authorize the execution and delivery of this IGA.

Section 4.4 – Unenforceable Provisions/ Severability. In the event that any provision of this Agreement held to be unenforceable by any court or tribunal having jurisdiction over the Parties and, or, subject matter, the Parties agree that all other provisions of this IGA continue to have their full force and effect and shall not be affected thereby.

Section 4.5 - Damages Limitation. In the event of a breach of this IGA by the County, District shall be entitled to no consequential damages. The District may only recover, at most, the total cost of the services involved in the breach.

Part 5 – Term

Section 5.1. – Term of Agreement. This IGA shall become effective upon ratification by the Parties’ respective corporate authority and shall remain in effect until or unless terminated in accordance with Section 5.2, or upon material renegotiation.

Section 5.2 – Termination of Agreement. Either Party may cancel this IGA at any time upon thirty (30) day's written notice of such, authorized by the corporate authorities of the cancelling Party, directed to the presiding officer. The District may terminate within fourteen (14) days of any change in the County’s work rate, upon written notice of such, authorized by the corporate authorities of the cancelling party and directed to the presiding officer.
Section 5.3 – Termination by Operation of Law. This IGA shall cease to be effective upon the enactment of any federal or state statute, rule, or regulation that materially impairs the ability of one or both parties to perform their obligations under the IGA.

WHEREFORE, the Parties have signed and executed this IGA as of the date written below in the County of DuPage, State of Illinois.

COUNTY OF DUPAGE:  

______________________________  
Daniel J. Cronin  
DuPage County Board Chairman

Attest: ______________________  
Paul Hinds  
DuPage County Clerk

Date: ______________________

LISLE WOODRIDGE FIRE PROTECTION DISTRICT:

___________________________________  

Attest: ______________________

Date: ______________________
Req

TE-P-0154-18

AWARDING RESOLUTION TO
TRUE NORTH CONSULTING GROUP FOR
TELECOM NEEDS ANALYSIS,
BUDGET AND RFP DEVELOPMENT
(contracT total amount: $43,000.00)

WHEREAS, bids have been taken and processed in accordance with County Board policy; and

WHEREAS, the lowest responsible bidder has been designated and the Technology Committee recommends County Board approval for the issuance of a contract to True North Consulting Group, for Telecom Needs Analysis, Budget & RFP development, for the period of May 8, 2018 through May 8, 2019, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that a contract covering said, for Telecom Needs Analysis, Budget & RFP development, for the period of May 8, 2018 through May 8, 2019, for Information Technology, be, and it is hereby approved for issuance of a contract, by the Procurement Division to True North Consulting Group, 3408 Hillcrest Drive, Waco, TX 76708, for a contract total amount of $43,000.00, per bid #18-065-LG.

Enacted and approved this 8th day of May, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Requisition 25k and over

TE-P-0154-18

PROCUREMENT REVIEW CHECKLIST
REQUISITION

This form must accompany all County Purchase Requisitions.

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<td>CONTRACT TOTAL AMOUNT</td>
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SOLICITATION METHOD FOR SOURCE SELECTION

No Decision Memo Required  Lowest Responsible Bidder - See attached tabulation

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Procurement Review Checklist

Procurement Services Division

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

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<table>
<thead>
<tr>
<th>Description of Procurement/Scope of Work/Background</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract with True North Consulting Group LLC to provide consulting services for a VoIP Assessment, Budgeting Report and RFP creation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reason for Procurement</th>
</tr>
</thead>
<tbody>
<tr>
<td>DuPage County IT is looking to replace/upgrade our existing telephone system in FY 2019. In preparing for this, it is important to understand the telecommunications needs of all departments, develop a budget based on those needs and then develop an RFP meeting those needs and specifications.</td>
</tr>
</tbody>
</table>

FUNDING SOURCE

☐ Procurement budgeted for (FY and budget code(s)): FY18 - 1000-1110-53020

☐ 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 5/1-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/1-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # 18-065-LG __________________________ (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 AND APPROVAL(S) (Initials Only)

<table>
<thead>
<tr>
<th>SJG</th>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>REVIEWED BY (Initials Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buyer</td>
</tr>
<tr>
<td>5/2/18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer (Decision Memos Over $25,000)</th>
<th>Date</th>
<th>Chairman's Office (Decision Memos Over $25,000)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>5-2-18</td>
<td></td>
<td>5-3-18</td>
<td></td>
</tr>
</tbody>
</table>
### Purchase Requisition

**Procurement Services Division**

**Date:** Apr 25, 2018

**MinuteTraq (IQM2) ID #:** 12553

**Department Req #:** 18-065

**RFP, Bid or Quote #:** 18-065

---

**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor: True North Consulting Group</th>
<th>Vendor #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Tim Graca</td>
<td>Email: <a href="mailto:Tim.Graca@tncg.com">Tim.Graca@tncg.com</a></td>
</tr>
<tr>
<td>Address: 3408 Hillcrest Drive</td>
<td></td>
</tr>
<tr>
<td>City: Waco</td>
<td>State: TX</td>
</tr>
<tr>
<td>Phone: 651-705-1262</td>
<td></td>
</tr>
</tbody>
</table>

**Send Invoices To:**

<table>
<thead>
<tr>
<th>Dept: Information Technology</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Sarah Godzicki</td>
<td>Email: <a href="mailto:sarah.godzicki@dupageco.org">sarah.godzicki@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 421 N. County Farm Road</td>
<td>Room:</td>
</tr>
<tr>
<td>City: Wheaton</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 630-407-5000</td>
<td>Fax: 630-407-5001</td>
</tr>
</tbody>
</table>

**Send Payments To:**

<table>
<thead>
<tr>
<th>Vendor: True North Consulting Group, LLC</th>
<th>Vendor #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Email:</td>
</tr>
<tr>
<td>Address: 140 Third Street South</td>
<td></td>
</tr>
<tr>
<td>City: Stillwater</td>
<td>State: MN</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
</tr>
</tbody>
</table>

**Payment Terms**

<table>
<thead>
<tr>
<th>F.O.B.</th>
<th>PO 20 Delivery Date</th>
<th>Requisitioner</th>
</tr>
</thead>
<tbody>
<tr>
<td>PER 50 ILCS 505/1</td>
<td>Destination</td>
<td>Wendi Wagner</td>
</tr>
</tbody>
</table>

**Ship To:**

<table>
<thead>
<tr>
<th>Dept: Information Technology</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Joseph Bulaga</td>
<td>Email: <a href="mailto:Joseph.Bulaga@dupageco.org">Joseph.Bulaga@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 421 N. County Farm Road</td>
<td>Room:</td>
</tr>
<tr>
<td>City: Wheaton</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 630-407-5000</td>
<td>Fax:</td>
</tr>
</tbody>
</table>

---

**LN** | **Qty** | **UOM** | **Item Detail (Product #)** | **Description** | **FY** | **Dept #** | **Acct #** | **Sub-Accts and/or Activity #** | **Unit Price** | **Extension** |
<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Professional Services for Telecom Needs Assessment, Budgetary Cost Estimates, RFP Development and Response evaluation</td>
<td>18</td>
<td>1000</td>
<td>1110</td>
<td>53020</td>
<td>43,000.00</td>
<td>43,000.00</td>
<td></td>
</tr>
</tbody>
</table>

**Requisition Total** $ 43,000

---

**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):
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: Apr 30, 2018
MinuteTraq (IQM2) ID #: 12553
Department Requisition #: 

Requesting Department: Information Technology
Contact Email: wendi.wagner@dupageco.org
Vendor Name: True North Consulting Group LLC

Department Contact: Wendi Wagner
Contact Phone: 630-407-5064
Vendor #: 

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

Enter into a contract for Professional Services for a Telcom Needs Analysis, Budgetary Cost Estimate, and RFP Development and Response evaluation for a new Telephone system.

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

DuPage County’s telephone system will soon be out of support and no longer meets the needs of the County. The system is nearly 15 years old and is built on older technology. To ensure that a new system meets the needs of County staff for now and in the future, utilizing a consultant with experience and knowledge of current and upcoming technologies is necessary.

Strategic Impact

Financial Planning

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

Utilizing a consultant to assess the telecom needs of the County, prepare a budgetary cost analysis, and write an RFP will ensure that the County is getting what we need in a phone system without overspending.

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

An RFP was published and after reviewing the responses, the lowest qualified responder was selected.

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

Other alternatives would include selecting another vendor or having staff perform these tasks. Utilizing True North for this project is the recommended option.

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.

$43,000.00 out of FY18 - 1000-1110-53020
### Criteria Score Sheet
**RFP 18-065-LG**
Consulting Services for Telecommunications Needs Assessment, Budgetary Information and Requirements Document

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Available Points</th>
<th>True North Wichita, KS</th>
<th>NRG Rosemont, IL</th>
<th>Plante Moran Southfield, MI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Similar Project Experience</td>
<td>30</td>
<td>29</td>
<td>29</td>
<td>27</td>
</tr>
<tr>
<td>Qualifications of Project Manager and Project Team</td>
<td>25</td>
<td>25</td>
<td>24</td>
<td>25</td>
</tr>
<tr>
<td>Project Approach/Understanding</td>
<td>25</td>
<td>22</td>
<td>20</td>
<td>22</td>
</tr>
<tr>
<td>Price</td>
<td>20</td>
<td>20</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
<td><strong>95</strong></td>
<td><strong>83</strong></td>
<td><strong>79</strong></td>
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<table>
<thead>
<tr>
<th>Price</th>
<th>$43,000</th>
<th>$85,000</th>
<th>$176,600</th>
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<tbody>
<tr>
<td>Points awarded relative to low price</td>
<td>20</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>(low price/price) x 20 points</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTES:**
JIVE of Orem, UT was deemed non-responsive because they provided pricing on a phone system, not a needs assessment, budgetary number or RFP development.
ClientFirst of Schaumburg, IL was deemed non-responsive because no sample assessment was submitted as requested and the pricing schedule was part of the document.

<table>
<thead>
<tr>
<th>Invitations sent:</th>
<th>58</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total documents requested:</td>
<td>14</td>
</tr>
<tr>
<td>Total submittals received:</td>
<td>5</td>
</tr>
</tbody>
</table>
Required Vendor Ethics Disclosure Statement

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 $2,500, 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 chairmen, 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.

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.

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 multiyear 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.dupage countyil.us/procurement/policies/

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

Authorized Signature

Printed Name: Will Craig
Title: Director | Operations
Date: 02/22/18

Required Vendor Ethics Disclosure Statement

Packet Pg. 22
Requisition under 25k dollars

2018-129
**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>
<th>INFORMATION SYSTEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 25, 2018</td>
<td>$20,140.00</td>
<td>07/01/2018 TO 08/31/2019</td>
<td>INFORMATION SYSTEMS</td>
<td></td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

- Sarah Godzicki: Completed 04/25/2018 11:47 AM
- Deborah Hanson: Completed 04/27/2018 8:31 AM
- Donald Carlsen: Completed 04/27/2018 8:33 AM
- Kathy Ostrowski: Completed 04/27/2018 10:56 AM
- James McGuire: Completed 05/03/2018 2:12 PM
- Paul Rafac: Completed 05/03/2018 3:17 PM
- Kathy Ostrowski: Completed 05/03/2018 3:37 PM
- Technology Committee: Pending 05/08/2018 9:00 AM
### Procurement Review Checklist

**Procurement Services Division**

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

<table>
<thead>
<tr>
<th>Vendor: Dude Solutions, Inc.</th>
<th>Contract 07/01/2018 to 08/31/2019</th>
<th>Contract Total: $20,140.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Information Technology</td>
<td>Term: 08/31/2019</td>
<td></td>
</tr>
<tr>
<td>Contact: Greg Smith</td>
<td>Phone: 630.407.5000</td>
<td></td>
</tr>
<tr>
<td>Assigned Committee: Technology</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background:**

Contract with Dude Solutions, Inc. for Cloud Based Technology Essentials - Help Desk & Insight and product implementation for Technology Essentials; Help Desk, Insight & Connect Authenticate. This is a 12 month contract that includes two extra months for no additional cost for a total of 14 months.

**Reason for Procurement:**

Current help desk software contract is expiring on 08/31/2018 and this new help desk software application replaces it.

**Funding Source:**

- Procurement budgeted for (FY and budget code(s)): FY18 - 1000-1110-53806 & 53020

**Decision Memo Not Required:**

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

**Decision Memo Required:**

- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- 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 and Approval(s) (Initials Only)

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Apr 25, 2018</th>
<th>Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Recommended for Approval</th>
<th>4/25/18</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT Approval, if required</td>
<td>Date</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Reviewed By (Initials Only)</th>
<th>Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Buyer</th>
<th>5/3/18</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Procurement Officer</th>
<th>5/3/18</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Chairman's Office (Decision Memos Over $25,000)</th>
<th>Date</th>
</tr>
</thead>
</table>

---

**Packet Pg. 25**

**Attachment:** Dude Solutions - Checklist (2018-129: Dude Solutions, Inc.)
## Purchase Requisition

**Procurement Services Division**

---

### Send Purchase Order To:

<table>
<thead>
<tr>
<th>Vendor: Dude Solutions, Inc.</th>
<th>Vendor #:</th>
<th>Dept: Information Technology</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Jesse Jolly</td>
<td>Email: <a href="mailto:jesse.jolly@dudesolutions.com">jesse.jolly@dudesolutions.com</a></td>
<td>Attn: Greg Smith</td>
<td>Email: <a href="mailto:greg.smith@dupageco.org">greg.smith@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 11000 Regency Parkway, Suite 110</td>
<td></td>
<td>Address: 421 N County Farm Road</td>
<td>Room: L400B</td>
</tr>
<tr>
<td>City: Cary</td>
<td>State: NC</td>
<td>Zip: 27518</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 919.674.8813</td>
<td>Fax:</td>
<td>Phone: 630.407.5000</td>
<td>Fax: 630.407.5001</td>
</tr>
</tbody>
</table>

### Send Invoices To:

<table>
<thead>
<tr>
<th>Vendor: Dude Solutions, Inc.</th>
<th>Vendor #:</th>
<th>Dept: Information Technology</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Email: <a href="mailto:accountsreceivable@dudesolutions.com">accountsreceivable@dudesolutions.com</a></td>
<td>Attn: Greg Smith</td>
<td>Email: <a href="mailto:greg.smith@dupageco.org">greg.smith@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 11000 Regency Parkway, Suite 110</td>
<td></td>
<td>Address: 421 N County Farm Road</td>
<td>Room: L400B</td>
</tr>
<tr>
<td>City: Cary</td>
<td>State: NC</td>
<td>Zip: 27518</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 866.455.3833</td>
<td>Fax:</td>
<td>Phone: 630.407.5000</td>
<td>Fax: 630.407.5001</td>
</tr>
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</table>

### Send Payments To:

<table>
<thead>
<tr>
<th>Vendor: Dude Solutions, Inc.</th>
<th>Vendor #:</th>
<th>Dept: Information Technology</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Email: <a href="mailto:accountsreceivable@dudesolutions.com">accountsreceivable@dudesolutions.com</a></td>
<td>Attn: Greg Smith</td>
<td>Email: <a href="mailto:greg.smith@dupageco.org">greg.smith@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 11000 Regency Parkway, Suite 110</td>
<td></td>
<td>Address: 421 N County Farm Road</td>
<td>Room: L400B</td>
</tr>
<tr>
<td>City: Cary</td>
<td>State: NC</td>
<td>Zip: 27518</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 866.455.3833</td>
<td>Fax:</td>
<td>Phone: 630.407.5000</td>
<td>Fax: 630.407.5001</td>
</tr>
</tbody>
</table>

### Payment Terms

<table>
<thead>
<tr>
<th>F.O.B.</th>
<th>PO 20 Delivery Date</th>
<th>Requisitioner</th>
</tr>
</thead>
<tbody>
<tr>
<td>PER 50 ILCS 505/1</td>
<td>Jul 1, 2018</td>
<td>Sarah Godzicki</td>
</tr>
</tbody>
</table>

### LN Qty UOM Item Detail (Product #) Description FY Dept # Acctg Unit Acct # Sub-Accts and/or Activity # Unit Price Extension

<table>
<thead>
<tr>
<th>1</th>
<th>1</th>
<th>EA</th>
<th>Q-77407 Dude Solutions, Inc. Cloud Based Technology Essentials - Help Desk &amp; Insight; Qty. 2,500 ea.</th>
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<th>1000</th>
<th>1110</th>
<th>53806</th>
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<tbody>
<tr>
<td>2</td>
<td>1</td>
<td>EA</td>
<td>QuickStart Product implementation for Technology Essentials; Help Desk, Insight &amp; Connect Authenticate</td>
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<td>1000</td>
<td>1110</td>
<td>53020</td>
<td>5,120.00</td>
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</tbody>
</table>

**Requisition Total**: $20,140.00

---

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

Contract with Dude Solutions, Inc. for Cloud Based Technology Essentials - Help Desk & Insight and product implementation for Technology Essentials; Help Desk, Insight & Connect Authenticate. This is a 12 month contract that includes two extra months for no additional cost for a total of 14 months.

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

This is a 12 month contract that includes two extra months for no additional cost for a total of 14 months.

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

<table>
<thead>
<tr>
<th>Service</th>
<th>Pricing based on</th>
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<tbody>
<tr>
<td>TechnologyEssentials Help Desk</td>
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<tr>
<td>TechnologyEssentials - Insight</td>
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**Subscription Term:** 14 months  
**Subtotal:** $15,020.00

## Implementation & Services

<table>
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<th>Subtotal: $5,120.00</th>
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</tr>
<tr>
<td>TechnologyEssentials - Insight Quick Start</td>
<td></td>
</tr>
<tr>
<td>ConnectAuthenticate - QuickStart</td>
<td></td>
</tr>
</tbody>
</table>

**Subtotal:** $5,120.00

## Total Initial Investment

**Total Initial Investment:** $20,140.00 USD  
Pricing for the First Renewal Term is $15,020.00
Quick Start

Online support and training is standard with each subscription and includes:

QuickStart is our product implementation service to accelerate time to value. A Dude Client Advisor provides the guidance you need to ensure a smooth transition and boost user adoption. This service includes goal setting, timeline planning, and online training sessions.

Legendary Support Team

Your subscription entitles you to world class support from the Legendary Support Team. From 8 am – 6 pm EST, we’re standing by ready to assist with any feature/functionality questions. We promise a live person will answer your call within 3 rings and quickly direct you to a knowledge Advisor. We’re committed to responding to all emails sent to support@dudesolutions.com (mailto:support@dudesolutions.com) within one hour. If you prefer to keep a support dialogue open at your work station, our Advisors are also available via Chat. The Legendary Support Team is dedicated to your success. Our mission is to effectively communicate, efficiently resolve problems, and delight clients with every interaction.

Client Success Team

You have partnered with Dude Solutions because you believe we will deliver overwhelming value to you and your organization. Our Client Success team is dedicated to ensuring you meet the outcomes you and your organization expect by implementing our solutions. You will have the opportunity to work with a member of our Client Success team on an ongoing basis. Your Client Success Representative will be strategic in their efforts to drive results, keeping your success as their primary goal.

Special Terms for Technology Essentials Insight:

- When using third party software for operating system imaging, in particular Deep Freeze by Faronics, you are required to adhere to the exact installation instructions as specified by Dude Solutions in order for INSIGHT to operate correctly. If the provided instructions are not followed, Dude Solutions, Inc. reserves the right to stop your service until it is resolved.
- If the auditing agent does not automatically upgrade, you are required to install the latest version of the agent within 120 days following an upgrade notice.

Terms of Service:

- Proposal has been prepared for Dupage County
- Proposal expires in 60 days
- Initial Term: 14 months
- Payment: Terms are per the Local Government Prompt Pay Act (50 ILCS 505/4)
- Billing frequency other than annual is subject to additional processing fees
• Applicable sales taxes are in addition to the quoted price. If your organization is tax exempt, please email a copy of your Tax Exemption Certificate to accountsreceivable@dudesolutions.com (mailto:accountsreceivable@dudesolutions.com)
• Please address purchase order to: Dude Solutions, 11000 Regency Parkway, Suite 110, Cary, NC 27518
• Dude Solutions, Inc. maintains the necessary liability coverage for their products and services. Proof of insurance can be provided upon request.
• If within 60 days of order you are not completely satisfied, you can cancel your service for a full refund of subscription fees.
• The terms and conditions ("Terms") of this offer are based upon Dude Solutions, Inc.'s Online Subscription Agreement (http://dudesolutions.com/terms). Acceptance is expressly limited to these Terms. Any additional or different terms proposed by you (including, without limitation, any terms contained in any document incorporated by reference into the Purchase Order) are objected to and rejected and will be deemed a material alteration hereof, unless expressly assented to in writing by DSI.
Required Vendor Ethics Disclosure Statement

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

| Company Name: Dude Solutions, Inc. | Company Contact: Melissa Buchanan |
| Contact Phone: 877-868-3833 | Contact Email: melissa.buchanan@dudesolutions.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

<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>Greg James</td>
<td>877-868-3833</td>
<td><a href="mailto:greg.james@dudesolutions.com">greg.james@dudesolutions.com</a></td>
</tr>
<tr>
<td>Melissa Buchanan</td>
<td>877-868-3833</td>
<td><a href="mailto:melissa.buchanan@dudesolutions.com">melissa.buchanan@dudesolutions.com</a></td>
</tr>
<tr>
<td>Jesse Jolly</td>
<td>877-868-3833</td>
<td><a href="mailto:jesse.jolly@dudesolutions.com">jesse.jolly@dudesolutions.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: Brian Carter
Title: Sr. Vice President, Sales
Date: Mar 26, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
Requisition under 25k dollars

2018-130
**PROCUREMENT REVIEW CHECKLIST**

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th><strong>NEW PURCHASE ORDER REQUEST</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SUBMITTED</strong></td>
<td>April 25, 2018</td>
<td><strong>CONTRACT TERM</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>05/06/2018 TO 05/06/2019</td>
</tr>
<tr>
<td><strong>CONTRACT TOTAL AMOUNT</strong></td>
<td>$5,196.80</td>
<td><strong>REQUESTING DEPT.</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>INFORMATION SYSTEMS</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

- **Sarah Godzicki**
  - Completed 04/25/2018 11:05 AM
- **Deborah Hanson**
  - Completed 04/25/2018 11:06 AM
- **Donald Carlsen**
  - Completed 04/25/2018 11:39 AM
- **Kathy Ostrowski**
  - Completed 05/01/2018 2:30 PM
- **James McGuire**
  - Completed 05/01/2018 2:58 PM
- **Paul Rafac**
  - Completed 05/01/2018 3:43 PM
- **Kathy Ostrowski**
  - Completed 05/02/2018 8:33 AM
- **Technology Committee**
  - Pending 05/08/2018 9:00 AM
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Vendor: CDW Government, Inc.
Vendor #: 10667

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

Contract Term: 5/6/2018 to 5/6/2019
Contract Total: $5,196.80

Assigned Committee: Technology

Description of Procurement/Scope of Work/Background
Annual maintenance for FatPipe internet load balance appliance software.

Reason for Procurement
FatPipe is a device that takes both of the County’s Internet Service Provider Circuits and provides one redundant Internet circuit. Fatpipe utilizes both paths when the circuits are up and running, dynamically balancing traffic over both circuits and intelligently fails over when one of the circuit’s services or components fail. This ensures that in case of failure of one of our ISPs, the County can still provide business critical Internet service.

FUNDING SOURCE
☐ Procurement budgeted for (FY and budget code(s)): FY18 - 1000-1110-53607
☐ 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(S) (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:

18 APR 25 PH 3 25

DEcision Memo REQUIRED
☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
☐ 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: __________________________ Date: Apr 25, 2018
Recommended for Approval: __________________________ Date: __________________________
IT Approval, if required: __________________________ Date: __________________________

Reviewed By: __________________________ Date: 5/1/18
Buyer: __________________________ Date: 5/1/18
Procurement Officer: __________________________ Date: 5/1/18

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

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

**Send Purchase Order To:**  
Vendor: CDW Government, Inc.  
Vendor #: 10667  
Attn: Jennifer Lagoni  
Email: jennandmeagan@cdwg.com  
Address: 230 N. Milwaukee Ave  
City: Vernon Hills  
State: IL  
Zip: 60061  
Phone: 312-705-9093  
Fax: 312-705-9193

**Send Invoices To:**  
Vendor: CDW Government, Inc.  
Vendor #: 10667  
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: CDW Government, Inc.  
Vendor #: 10667  
Attn: Joseph Bulaga  
Email: Joseph.Bulaga@dupageco.org  
Address: 75 Remittance Drive, Suite 1515  
City: Chicago  
State: IL  
Zip: 60675  
Phone:  
Fax:

**Ship To:**  
Vendor: CDW Government, Inc.  
Vendor #: 10667  
Attn: Joseph Bulaga  
Email: Joseph.Bulaga@dupageco.org  
Address: 421 N. County Farm Road  
City: Wheaton  
State: IL  
Zip: 60187  
Phone: 630-407-5000  
Fax:

**Payment Terms**  
F.O.B.  
PO 20 Delivery Date  
Requisitioner  
PER 50 ILCS 505/1  
Destination  
ASAP  
Sarah Godzicki

**Use for**  
Contract Administrator  
Contract Start Date  
Contract End Date  
Use for  
PO25 only

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>2829476</td>
<td>Fatpipe Plat Plus Service 500MB-4U - Service from 5/6/18 to 5/6/19</td>
<td>18</td>
<td>1000</td>
<td>1110</td>
<td>53807</td>
<td></td>
<td>5,196.80</td>
<td>5,196</td>
</tr>
</tbody>
</table>

**Requisition Total** $5,196

**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):
DEAR ERIC SHERPAN,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

QUOTE CONFIRMATION

QUOTE # QUOTE DATE QUOTE REFERENCE CUSTOMER # GRAND TOTAL
JSQC018 4/24/2018 FATPIPE 0776067 $5,196.80

QUOTE DETAILS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>QTY</th>
<th>CDW#</th>
<th>UNIT PRICE</th>
<th>EXT. PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>FATPIPE PLAT PLUS SERVICE 500MB-4U</td>
<td>1</td>
<td>2829476</td>
<td>$5,196.80</td>
<td>$5,196.80</td>
</tr>
</tbody>
</table>

Mfg. Part#: FP-SRVPLAT-PLUSGT500
Electronic distribution - NO MEDIA
Contract: National IPA Technology Solutions (130733)

PURCHASER BILLING INFO

<table>
<thead>
<tr>
<th>SUBTOTAL</th>
<th>$5,196.80</th>
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</thead>
<tbody>
<tr>
<td>SHIPPING</td>
<td>$0.00</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>$5,196.80</td>
</tr>
</tbody>
</table>

Purchaser Billing Info:
DUPAGE COUNTY
DATA PROCESSING DEPARTMENT
421 N COUNTY FARM RD
WHEATON, IL 60187-3978
Phone: (630) 682-7030
Payment Terms: Net 30 Days-Govt State/Local

DELIVER TO

Shipping Address:
DUPAGE COUNTY
DATA PROCESSING DEPARTMENT
421 N COUNTY FARM RD
WHEATON, IL 60187-3978
Phone: (630) 682-7030
Shipping Method: ELECTRONIC DISTRIBUTION

Please remit payments to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

Need Assistance? CDW•G SALES CONTACT INFORMATION

CDWG Account Team - Jen and Meagan | (866) 339-7925 | jennandmeagan@cdwg.com

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

© 2018 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239
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>
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</table>

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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: Matt Flood
Title: Proposals Supervisor
Date: Feb 5, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page _______ of _______ (total number of pages)
AWARDING RESOLUTION TO
LOGICALIS, INC.
TO PROVIDE HARDWARE AND SOFTWARE
ALONG WITH PROFESSIONAL AND TECHNICAL ASSISTANCE
FOR THE COMPUTER SYSTEM
(CONTRACT TOTAL AMOUNT: $191,057.90

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

WHEREAS, the Judicial/Public Safety recommends County Board approval for the issuance of a contract purchase order to Logicalis Inc., to provide hardware and software along with professional and technical assistance for the computer system of the Circuit Court Clerk.

NOW, THEREFORE BE IT RESOLVED, that covering said contract to provide hardware and software along with professional and technical assistance for the computer system of the Circuit Court Clerk be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Logicalis Inc., 3500 Lacey Rd, Suite 200, Downers Grove, Il 60515, for a contract total amount of $191,057.90.

Enacted and approved this 8th day of May, 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>April 16, 2018</td>
<td>$191,057.90</td>
<td></td>
<td>CIRCUIT COURT CLERK</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bernadette Mason</td>
<td>Completed</td>
<td>04/16/2018 3:00 PM</td>
</tr>
<tr>
<td>Mary Heaton</td>
<td>Completed</td>
<td>04/18/2018 7:29 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>04/18/2018 8:20 AM</td>
</tr>
<tr>
<td>Wendi Wagner</td>
<td>Completed</td>
<td>04/18/2018 8:37 AM</td>
</tr>
<tr>
<td>Donald Carlsen</td>
<td>Completed</td>
<td>04/18/2018 10:30 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>04/19/2018 9:04 AM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>04/25/2018 9:08 AM</td>
</tr>
<tr>
<td>Tom Cuculich</td>
<td>Completed</td>
<td>04/25/2018 9:20 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>04/25/2018 3:16 PM</td>
</tr>
<tr>
<td>Judicial/Public Safety Committee</td>
<td>Completed</td>
<td>05/01/2018 8:15 AM</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Pending</td>
<td>05/08/2018 8:00 AM</td>
</tr>
<tr>
<td>Technology Committee</td>
<td>Pending</td>
<td>05/08/2018 9:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>05/08/2018 10:00 AM</td>
</tr>
</tbody>
</table>
## Purchase Requisition
### Procurement Services Division

### Send Purchase Order To:
- **Vendor:** Logicalis
- **Vendor #:** 12232
- **Attn:** Al Robles
- **Email:** al.robles@us.logicalis.com
- **Address:** 3500 Lacey Rd, Suite 200
- **City:** Downers Grove
- **State:** IL
- **Zip:** 60515
- **Phone:** 331-777-3637

### Send Invoices To:
- **Dept:** Circuit Court Clerk
- **Division:** Accounting
- **Attn:** Julie Ellesfen
- **Email:** julie.ellesfen@18thjudicial.org
- **Address:** 505 N County Farm Rd
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-407-8590

### Send Payments To:
- **Vendor:** Logicalis
- **Vendor #:** 12232
- **Attn:** Al Robles
- **Email:** al.robles@us.logicalis.com
- **Address:** 3500 Lacey Rd, Suite 200
- **City:** Downers Grove
- **State:** IL
- **Zip:** 60515
- **Phone:** 331-777-3637

### Ship To:
- **Dept:** Circuit Court Clerk
- **Division:** Accounting
- **Attn:** Julie Ellesfen
- **Email:** julie.ellesfen@18thjudicial.org
- **Address:** 505 N County Farm Rd
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-407-8590

### Payment Terms
- **PER 50 ILCS 505/1**

### Requisition
- **F.O.B.**
- **PO 20 Delivery Date**
- **Requisitioner**

### Use for
- **Contract Administrator**
- **Contract Start Date**
- **Contract End Date**
- **PO25 only**

### Table:

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
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<th>Dept #</th>
<th>Acct #</th>
<th>Acct Unit</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
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</thead>
<tbody>
<tr>
<td>1</td>
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<td>Hardware &amp; Services</td>
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<td>152,276.90</td>
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<td></td>
<td></td>
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<td>2</td>
<td>1</td>
<td>EA</td>
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<td>3</td>
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<td>EA</td>
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<td>18 1400 6720 53806</td>
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<td>25,272.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 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):

---

**Requisition Total:** $191,057.90

---

**Form Optimized for Acrobat and Adobe Reader Version 9 or Later**

Packet Pg. 41
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.

Requesting Department: Circuit Court Clerk
Department Contact: Julie Ellefsen
Contact Email: julie.ellefsen@18thjudicial.org
Contact Phone: 630-407-8590
Vendor Name: Logicalis
Vendor #: 12232

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.
Purchasing of hardware and software to upgrade the Virtual Desktop (VDI) environment, remove the current AIX environment, add memory to migrate Content Manager (CM) to run under a Windows environment and implement a Veeam solution for backups and DR support.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.
Our current Virtual Machine (VM) environment is not large enough and the current software is at end of life, due to a company takeover of that software. We need to replace that software and expand the VM environment so we can continue to replace Windows XP clients, correct an image DR issue and be able to expand e-order in the court rooms.

Strategic Impact
Customer Service Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.
Continuing use of Virtual Machines minimizes end-user PC hardware and support costs. VM expansion will assist in replacement of all outdated and unsupported Windows XP clients. CM8 implementation on Windows, along with Veeam will allow for full image system DR.

Source Selection/Vetting Information - Describe method used to select source.
The vendor is our IBM partner that has access and knowledge of our environment, ensuring proper hardware and software integration.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.
The software is at end of life since the software company was taken over and new company is not supporting software. Current Unidesk software will no longer be supported and needs replacement. This will also resolve a DR issue with our image system.

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.
No impact to the County General Funds. Supported by the special funds of the Clerk and the Court - Court Automation.
On-Site Phase 1 HW/SW

Prepared By Logicalis for:
Dupage Cty Clerk of the Cir Court

To the attention of:
Kevin Vaske
Dupage Cty Clerk of the Cir Court
505 N County Farm Rd
Wheaton, IL 60187-3907
Tel: (630) 407-8647
Email: kevin.vaske@18thjudicial.org

April 09, 2018
Pricing Summary
The following is a price summary of Logicalis' proposed solution.

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<thead>
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<td>Grand Total</td>
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</table>

If you're interested in leasing the equipment contained in this Quotation, Logicalis estimates the monthly lease payment to be $3,415.

This is a budgetary number only based on a 36 month term and subject to credit approval, so please contact your Logicalis Account Executive for full details and a complete leasing quote.

- Payments do not include any applicable sales, rental or use taxes.
- Payments do not include any Logicalis professional services.
- Payments are valid for monthly payment structures only with deferrals 30 days or less.
- Please call for non-monthly payment structures and payment deferrals greater than 30 days.
- All transactions are subject to credit and documentation requirements, review and approval.
- Additional terms may apply.

Logicalis offers a range of services, from helping you define and design a cloud strategy to assisting with server and storage selection for your current environment. We provide a variety of assessments and health checks, perfect for those who need help determining what the next steps are. Find out more at www.us.logicalis.com.

Ask us about Logicalis Leasing Solutions—a value-added service tailored to our customers. Leasing offers strategic, operational and financial benefits that can help meet your company's goals and get your project funded. Logicalis financing experts work with more than a dozen trusted leasing partners to assist you as our valued customer. We can deliver competitive rates and flexible terms and make the leasing process easy. Learn more today at www.us.logicalis.com/solutions-and-services/logicalis-financial-services/
**Quotation**

<table>
<thead>
<tr>
<th>Customer Name &amp; Address</th>
<th>Logicalis Account Executive</th>
</tr>
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<tbody>
<tr>
<td>Kevin Vaske</td>
<td>Al Robles</td>
</tr>
<tr>
<td>Dupage Cty Clerk of the Cir Court 505 N County Farm Rd Wheaton, IL 60187-3907 (630) 407-8647 <a href="mailto:kevin.vaske@18thjudicial.org">kevin.vaske@18thjudicial.org</a></td>
<td>3500 Lacey Road Suite 200 Downers Grove, IL 60515 +1 (312) 498-2308 <a href="mailto:al.robles@us.logicalis.com">al.robles@us.logicalis.com</a></td>
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Quotation expiration date: February 22, 2018

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Dupage Cty Clerk of the Cir Court

April 09, 2018

Logicalis, Inc.

Quotation # 2018-27661v2
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**Grand Total**

| Products Subtotal: | $110,105.90 |
| Grand Total:        | $110,105.90 |
Terms and Conditions

Terms Applicable to All Sales

1. In the event Customer chooses to lease the Products and/or Services from a third party leasing company, Customer remains liable for payment to Logicalis for all Products and/or Services purchased until Logicalis receives payment from such leasing company.

2. All items not specifically included in this document are out of scope.

3. Prices are valid for 30 days from date of the document unless otherwise stated.

4. The information in this document is considered proprietary and confidential to Logicalis. By acceptance of this Quotation, Customer agrees to maintain this confidentiality and use such information for internal purposes only.

Terms Applicable for Product Sales

1. Logicalis' Terms and Conditions of Sale, found at us.logicalis.com/tcsales, are incorporated herein by reference.

2. Any variation in quantity or requested delivery may result in price changes.

3. Prices are subject to change without notice in the event the Product's manufacturer/distributor changes the price to Logicalis.

4. Shipping and taxes are added at time of invoice. Shipping charges are subject to handling fees for specifying carriers and same day shipments.

5. Logicalis collaborates with the OEM/distributor to schedule delivery to Customer's loading dock; inside delivery is available upon request and may increase the cost of delivery.
Quotation Acceptance

By signing below, the undersigned accepts this offer and confirms that he/she is authorized to purchase these items on behalf of Customer. This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this document. Any reference to a Customer's Purchase Order or P.O. number does not indicate Logicalis' acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By: 
Dupage Cty Clerk of the Cir Court

Signature on File

Signature

Chris Kachirouskas

Printed Name

Clerk of the Court

Printed Name

Title

Date

4/13/18

Date

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On-Site "Phase 1" Services

Prepared By Logicalis for:
Dupage Cty Clerk of the Cir Court

To the attention of:
Kevin Vaske
Dupage Cty Clerk of the Cir Court
505 N County Farm Rd
Wheaton, IL 60187-3907
Tel: (630) 407-8647
Email: kevin.vaske@18thjudicial.org

April 05, 2018
Pricing Summary
The following is a price summary of Logicalis' proposed solution.

<table>
<thead>
<tr>
<th>Price Summary</th>
<th>Amount</th>
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<tr>
<td>Additional Charges</td>
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## Quotation

### Customer Name & Address

<table>
<thead>
<tr>
<th>Customer Name &amp; Address</th>
<th>Logicalis Account Executive</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kevin Vaske</td>
<td>Al Robles</td>
</tr>
<tr>
<td>Dupage Cty Clerk of the Cir Court</td>
<td>3500 Lacey Road Suite 200</td>
</tr>
<tr>
<td>505 N County Farm Rd</td>
<td>Downers Grove, IL 60515</td>
</tr>
<tr>
<td>Wheaton, IL 60187-3907</td>
<td>+1 (312) 498-2308</td>
</tr>
<tr>
<td>(630) 407-8647</td>
<td><a href="mailto:al.robles@us.logicalis.com">al.robles@us.logicalis.com</a></td>
</tr>
<tr>
<td><a href="mailto:kevin.vaske@18thjudicial.org">kevin.vaske@18thjudicial.org</a></td>
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### Bill To Address

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Dupage Cty Clerk of the Cir Court

April 05, 2018

Logicalis, Inc.

Quotation # 2018-27562v4
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| Grand Total |     |             |                    |            |                |
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| Travel Expenses (estimated) |     |             |                    | $13,492.00 |                |
| Grand Total     |     |             |                    | $80,952.00 |                |
Services Statement of Work

Section 1. Implementation Services
The following is the tasks associated with the on-boarding and implementation of the selected services.
Task 1: Reconfigure the AIX Power System running SSAM and the v5000 to release some storage on the v5000 to be reused
Task 2: Reconfigure Fiber Channel Switching and Ethernet Switching
Task 3 Add RAM and new Storage and Upgrade vSphere
Task 4: Implement new Flex Nodes for VDI Environment and connect to v5000 storage
Task 5: Build out and implement new Horizon 7 vSphere, Storage, and VDI Environment
Task 6: Update Firmware and Upgrade the storage in the DS3500 to be a VEEAM backup repository
Task 7: Build out Physical Windows 2016 VEEAM Server, add HBA, connect to v5000 storage and configure VEEAM
Task 8: Build new Windows VM for CM8 and configure storage
Task 9: Build Windows 2016 on x3650M3 (Old VDI Host) and add HBAs, and connect to v5000 storage and tape drives through FC
Task 10: Implement SSAM on new Windows Host
Task 11: Reconfigure TS3200 Tape Library
Task 12: Turn over to Genus for CM8 installation and conversion
Task 13: Decommission Power System and release storage back to v5000

Task 1: IBM AIX and v5000 Storage reconfiguration
1. Assess/Plan
   1.1. Conduct a planning session to determine timelines, milestones and success criteria.
   1.2. Conduct a planning session with Logicalis Solution Architects, Client IT Workers, and Logicalis Personnel
1.3. Ensure all needed hardware and software components are ready for the implementation
2. Review current Spectrum Protect volume allocations and AIX filesystem/logical volume layout.
3. Identify volumes and filesystems that can be deleted and/or shrunk.
4. Release files from SSAM Storage Pool
5. Reduce filesystem size.
6. Update SSAM Storage Pool size
7. Identify drives or luns that will need to be emptied. Migrate any partitions from these drives to available drives in the volume group.
8. Remove drives from the volume group.
9. Delete drive definition from AIX.
10. In V5000, remap luns to the Windows host. Resize if needed.
11. Verify new host can access the remapped luns.

Task 2: Lenovo Flex Chassis and FC Switch Configuration Services

12. Configuration of Flex Chassis
   12.1. Configure 8Gb FC Pass Thru Switch in Flex Chassis to pass new blade WWN through to external FC Switch
   12.2. Configure External FC Switch to pass new WWNs to IBM Storwize v5000
   12.3. Configure S4093 Ethernet Switches in the Flex Chassis to connect the new blades to the correct ethernet segments
   12.4. Configure IBM Storwize v5000 Storage for new LUNs to land VDI workloads on

Dupage Cty Clerk of the Cir Court
April 05, 2018
Page 5
Logicalis, Inc.
Quotation # 2018-27562v4
13. Knowledge Transfer and Documentation
13.1. Provide Knowledge transfer throughout the entire implementation
13.2. Provide "as-built" documentation

**Task 3: Upgrade Existing vSphere Server Cluster and Add Memory**

14. Assess/Plan
14.1. Conduct a planning session to determine timelines, milestones and success criteria.
14.2. Conduct a planning session with Logicalis Solution Architects, Client IT Workers, and Logicalis Delivery Personnel
14.3. Ensure all needed hardware and software components are ready for the implementation

15. Architecture/Design
15.1. Based on the assessment and planning phase above, a design document will be created, outlining the details of the implementation.
15.2. Once the design document is complete, along with customer approval, Logicalis will move to the implementation phase described below.

16. Pre-installation
16.1. Establish installation, testing, and cut-over schedule
16.2. Identify key customer personnel, resource availability, and their intended participation level
16.3. Verification of Lenovo hardware
16.4. Verification of VMware and VEEAM software requirements
16.5. Review project plan with customer

17. vCenter Upgrade
17.1. Download latest code for vCenter
17.2. Prepare vCenter for upgrade or Install new vSphere vCenter Virtual Appliance for vCenter (VCMS)
17.3. Install and Configure vCenter Single Sign-On.
17.4. Install vCenter Inventory Service
17.5. Configure virtual networking and virtual storage

18. Add memory and upgrade to vSphere 6.5 for 3 Lenovo Flex Node Servers in an existing Flex Chassis
18.1. Inventory equipment against order
18.2. Unpack and assemble components
18.3. Perform maintenance mode operations to Move workloads between nodes
18.4. Ensure all system firmware is at the latest levels or update to the latest level
18.5. Add memory DIMMS
18.6. Install VMware 6.5 on server (Virtual Center and Backup servers as addressed below)
18.7. Perform basic hardware utility diagnostics and testing
18.8. Remove from maintenance mode
18.9. Repeat process on all 3 nodes

**Task 4: Lenovo Flex Nodes Implementation Services for new VDI Hosts**

19. Assess/Plan
19.1. Conduct a planning session to determine timelines, milestones and success criteria.
19.2. Conduct a planning session with Logicalis Solution Architects, Client IT Workers, and Logicalis Delivery Personnel
19.3. Ensure all needed hardware and software components are ready for the implementation
20. Architecture/Design
20.1. Based on the assessment and planning phase above, a design document will be created, outlining the details of the implementation.
20.2. Once the design document is complete, along with customer approval, Logicalis will move to the implementation phase described below.

21. Pre-installation
21.1. Establish installation, testing, and cut-over schedule
21.2. Identify key customer personnel, resource availability, and their intended participation level
21.3. Verification of Lenovo hardware
21.4. Verification of VMware and VEEAM software requirements
21.5. Review project plan with customer
21.6. Obtain agreement with the project plan

22. Installation and configuration of 3 Lenovo Flex Node Servers in an existing Flex Chassis for a Horizon 7 implementation
22.1. Inventory equipment against order
22.2. Unpack and assemble components
22.3. Mount servers as required
22.4. Ensure all system firmware is at the latest levels or update to the latest level
22.5. Perform internal disk drive RAID/mirroring configuration and disk partitioning for VMware installation
22.6. Install VMware 6.5 on server (Virtual Center and Backup servers as addressed below)
22.7. Perform basic hardware utility diagnostics and testing

Task 5: VMware Horizon View 7.4 Upgrade/Implementation
vSphere for Desktop Installation
23. Project Planning Meetings
23.1. Conduct vSphere 6.5 Overview meeting with Logicalis Solution Architects covering vSphere 6.5 installation architecture, components, and concepts
23.2. Review Implementation Tasks and Timelines
23.2.1. vCenter Appliance for vSphere for desktops
23.2.1.1. Transfer Licenses from existing VDI deployment
23.2.2. Single Sign-On options
23.2.3. vCenter services
24. vSphere for desktops 6.5 installation
24.1. Install ESXi 6.5 U1 on 3 Lenovo Flex Nodes using internal SSD partitions
24.2. Install vSphere vCenter Virtual Appliance for vCenter (VCMS)
24.3. Install and Configure vCenter Single Sign-On
24.4. Install vCenter Inventory Service
24.5. Configure virtual networking and virtual storage

Horizon View Implementation
25. Assess/Plan
25.1. Conduct a planning session to review the existing implementation, Architecture, and Design of Horizon 7 Infrastructure
25.1.1. Review existing environment for the proper implementation and best practices (Remediation may require more hours to be executed in a PCR)
25.1.2. Review Naming Standards for all areas (desktops, RDSH Hosts, AD groups for entitlements)
25.1.3. Review Industry Standards for VMware Horizon View implementations (comparison with other client implementations)
25.2. Ensure all needed hardware and software components are ready for the implementation
25.2.1. Client will be responsible for all changes to the existing infrastructure to support the installation of these new services
25.3. Conduct high-level training session to provide background knowledge for Horizon View 7 components and operations
25.4. Review and design 3 use cases for Non-Persistent desktops to be implemented and how the technology will be used to implement it.
26. Upgrade and re-configure View Composer and/or Instant Clone technology (if needed)
27. Review the configuration of the existing User Access Gateway and View Connection Managers to accommodate the implementation of User Environment Manager and App Layer technologies (Implement New as needed)
27.1. Update or Upgrade these components as needed to work in conjunction with the new environment features
28. Deploy vRealize Operations Manager for Horizon Virtual Appliance
28.1. Configure vROPs for Horizon to monitor the existing Horizon Deployment
29. Deploy and configure User Environment Manager to accommodate the implementation of up to 3 Use Cases
30. Work with the client to implement new GPO Policies to be used for the new user environments
31. Implement App Layers Servers
31.1. Work with client to build 3-5 Application Layers
31.2. Review the implementation of these application layers
31.3. Work with client to explain different application and limitations based on the application installations.
32. Create up to two Windows 10 based VM templates for use as View desktops from existing golden image (if possible)
32.1. Review current Windows 10 Golden Image for the feasibility of reuse
32.2. Build new Windows 10 Golden Image if needed
32.3. Implement View Agents and vROPs agents and configure
33. Entitle desktops to Users and/or Groups in AD and correct GPO
34. Build Desktop Pools combining Images and Application Stacks
34.1. Train client on implementation of pools and application stacks
34.2. Verify View client can establish connectivity to View VM
35. Half day training session on the use of VMware Horizon View 7
36. Work with Client to deploy new desktop VMs to test up to 3 existing user types
36.1. Test VM Builds and Applications
36.2. Work with client to cut users over from old Horizon System to new
37. Support cut-over of Horizon for 1 Day
38. Long-Term Planning Session for Scaling of environment
38.1. System limitations and plan for expanding the environment (Connection servers, UAG's, etc)
38.2. Review support structure – roles and permissions, based on best practices.

Deliverables

- Horizon View 7 Design Document. Included will be:
  - Horizon 7 Configuration Workbook
  - Logical diagrams of View infrastructure with TCP/IP Port diagrams

Task 6: DS3500 Update and Reconfiguration as a VEEAM Backup Repository
39. Pre-installation
39.1. Review Current DS3500 Code Levels
39.2. Review and identify new hardware to be installed and removed
43. Update DS3500 Code Levels
40.1. Download and Install latest Code levels
40.2. Update Administration Console
41. Install new Hard Drives
42. Configure new Storage Pools

Task 7: VEEAM Installation Services: Physical Windows Server, Storage Connectivity, and VEEAM Configuration

43. Pre-installation
43.1. Establish installation, testing, and cut-over schedule
43.2. Identify key customer personnel, resource availability, and their intended participation level
43.3. Verification of Lenovo hardware
43.4. Verification of VEEAM software requirements
43.5. Review project plan with customer
43.6. Obtain agreement with the project plan

44. Installation and configuration of 1 Lenovo x3650M3 Server for a VEEAM 9.5 implementation
44.1. Ensure all system firmware is at the latest levels or update to the latest level
44.2. Install new FC HBA Adapter
44.3. Perform internal disk drive RAID/mirroring configuration and disk partitioning for Windows 2016 Install
44.4. Install Windows 2016
44.5. Apply latest service packs/fixes to operating system
44.6. Update all drivers to the latest level
44.7. Configure Windows 2016 for VEEAM Installation
44.8. Perform basic hardware utility diagnostics and testing
44.9. Configure connectivity to DS3500 through SAS Adapter
44.10. Format new Storage Partition on DS3500 as ReFS
44.11. Connect FC Adapters to FC Switch for access to v5000
44.12. Configure FC Switch Zoning for access of VEEAM Server to VMware VM LUNs for backups

45. VEEAM Implementation
45.1. Review VEEAM infrastructure design
45.2. Install the latest edition of VEEAM
45.3. Configure Internal Storage for disk repository
45.4. Configure VEEAM software and disk repository on new server
45.5. Connect VEEAM to vCenter
45.6. Configure VEEAM Backups of 20 VMs
45.7. Configure Disk Options

46. Knowledge Transfer and Documentation
46.1. Provide Knowledge transfer throughout the entire implementation
46.2. Provide "as-built" documentation

Deliverables
• vSphere Design Document. Included will be:
- Infrastructure data sheet - a document to gather pre-requisite data, such as hostnames, IP information, etc.
- Infrastructure Overview Diagram - vCenter and ESX hosts with their relevant information
- Networking Overview Diagram - how the physical network ports relate to each ESX host
- Storage configuration – number of LUNs and sizes allocated to the environment

Task 8: Build Windows VM for CM8 Install
47. Assess/Plan
47.1. Conduct a planning session with Genus to understand the needs of the CM8 Software
47.2. Gather software needed to deploy new Windows 2016 Server Template
48. Build new Windows 2016 Server Template
49. Deploy new Windows 2016 Server Template for CM8
50. Configure VM to meet needs of CM8 Application
51. Join to domain and configure

Task 9: Build Physical Windows Server for SSAM
52. Assess/Plan
52.1. Conduct a planning session to determine optimal Windows Server configuration for SSAM with Bill Mansfield
52.2. Conduct a planning session with Logicalis Solution Architects, Client IT Workers, and Logicalis Delivery Personnel
52.3. Ensure all needed hardware and software components are ready for the implementation
53. Rebuild x3650M3 Server from Old VDI environment for Windows 2016
53.1. Install FC HBAs
53.2. Cable and zone to FC Switches for connectivity to v5000 and TS3200 Tape Library
53.3. Install Windows 2016 Server OS
53.4. Update and Configure
53.5. Join Domain and configure security
53.6. Implement Connection to v5000 and configure Storage
53.7. Install IBM Tape Library driver
53.8. Connect to TS3200 and configure tape connection
54. Re-configure External FC Switch Zones (as needed)

Task 10: Build SSAM Application
55. Assess/Plan
55.1. Conduct a planning session to determine optimal Windows Server configuration for SSAM with Bill Mansfield
55.2. Conduct a planning session with Logicalis Solution Architects, Client IT Workers, and Logicalis Delivery Personnel
55.3. Ensure all needed hardware and software components are ready for the implementation
56. Configure SSAM disk:
56.1. SSAM Code: 40GB
56.2. SP DB: 200GB (high perf) on 4 volumes
56.3. SP Active Log: 100GB (high perf) on one volume
56.4. SP Archive Log: 300GB (average perf) on one volume
56.5. SP DB Backup: 400GB (average perf) on one volume
57. Install SSAM code at version 8.1.1
58. Configure SSAM parameters similar to current SSAM on AIX
59. Initiate Data Retention
60. Configure SSAM disk storage pools
61. Configure SSAM policies and schedules
62. Configure and demonstrate Operations Center
63. After Genus migration completes, Upgrade SSAM/Windows to version 8.1.4

**Task 11: Reconfigure TS3200 Tape Library**
64. Assess/Plan
64.1. Conduct a planning session to reconfigure TS3200 for new environment.
65. Configure TS3200 tape library to SSAM/Windows
66. Transfer Library Manager function from SSAM/AIX to SSAM/Windows
67. Configure SSAM/Windows tape storage pools
68. Configure SSAM/Windows DR configuration and schedules

**Task 12: Build CM8 Application**
69. Assess/Plan
69.1. Conduct a planning session with Genus and Bill Mansfield for application build and migration of data into new Windows-based CM8
69.2. Conduct a planning session with Logicalis Solution Architects, Client IT Workers, and Logicalis Delivery Personnel
69.3. Ensure all needed hardware and software components are ready for the implementation
69.4. Assist Genus as needed for implementation of CM8

**Task 13: Decommission Power 7 Systems**
70. Assess/Plan
70.1. Conduct a planning session with Logicalis Solution Architects, Client IT Workers, and Logicalis Delivery Personnel
70.2. Release SSAM/AIX storage
70.3. Perform Data Destruction Process
70.4. Shut Down and Disconnect System
70.5. Remove configuration items in Ethernet switches
70.6. Reconfigure Zones to remove Power Systems
70.7. Reconfigure DNS

---

**Project Management**

The assigned Logicalis Project Manager will be responsible for providing the following services:

**Project Management (High Rigor)**

**Planning**

- Project kick-off call agenda & notes
- Project kick-off call facilitation
- Identify project team and define roles & responsibilities
- Resource Scheduling
- Project Work Breakdown Structure (WBS) & Gantt creation
• Project Workbook, consisting of:
  1. Delivery Team Contact Information
  2. Project RASIC Chart
  3. Project Communication Plan
  4. Project Schedule
  5. Project Issues & Actions Log
  6. Project Change Request Log
  7. Project Risk Register Log
  8. Project Product Tracking Log

Execution
• Product tracking, if applicable
• Project status call agenda & notes
• Weekly project status call facilitation
• Weekly project status report, consisting of:
  1. Overall Health Status
  2. Schedule, Risk & Budget Key Performance Indicator (KPI) Reporting
  3. Percentage Complete
  4. Project Phase
  5. High Level Accomplishments
  6. Current Activities / Upcoming Activities
  7. Past Due Activities
  8. Project Issues
  9. Financial & Hours Summary, applicable to T&M projects
• Resource management & allocation
• Project WBS & milestone management
• Project escalations

Monitoring & Controlling
• Project Deliverable review and delivery, as applicable
• Scope management
• Document Project Change Requests (PCRs), if applicable
• Timeline & budget monitoring
• Project performance measurement
• Risk monitoring & management
• Quality management

Closing
• Project closure call
• Project Closure and Acceptance processing
• Document lessons learned, as applicable
Terms and Conditions
Terms Applicable to All Sales
1. In the event Customer chooses to lease the Products and/or Services from a third party leasing company, Customer remains liable for payment to Logicalis for all Products and/or Services purchased until Logicalis receives payment from such leasing company.

2. All items not specifically included in this document are out of scope.

3. Prices are valid for 30 days from date of the document unless otherwise stated.

4. The information in this document is considered proprietary and confidential to Logicalis. By acceptance of this Quotation, Customer agrees to maintain this confidentiality and use such information for internal purposes only.

Terms Applicable for Services Sales
1. Logicalis’ Terms and Conditions of Sale, found at us.logicalis.com/tcsales, are incorporated herein by reference.

2. General customer responsibilities, project assumptions, change management processes, and other terms applicable to the delivery and receipt of services (as applicable to this Quotation), found at us.logicalis.com/gcr, are incorporated herein by reference.

3. Unless otherwise mutually agreed upon, reasonable travel expenses will be tracked separately and billed directly to Customer. Travel expenses will include cost incurred from travel (airfare, rental car, mileage, tolls and lodging). Meals, if any, will be billed at the per diem rate of $65.
Quotation Acceptance

By signing below, the undersigned accepts this offer and confirms that he/she is authorized to purchase these items on behalf of Customer. This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this document. Any reference to a Customer’s Purchase Order or P.O. number does not indicate Logicalis’ acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By:
Dupage Cty Clerk of the Cir Court

Accepted By:
Logicalis, Inc.

Signature on File

Signature

Chris Kachiroubas

Printed Name

Clerk of the Court

Printed Name

Title

Date

4/13/18

Date

© 2018 Logicalis, Inc. All trademarks are acknowledged. All rights reserved.
# Procurement Review Checklist

**Procurement Services Division**

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

<table>
<thead>
<tr>
<th>Vendor: Logicalis</th>
<th>Vendor #: 12232</th>
<th>Contract Term:</th>
<th>Contract Total: 191,057.90</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Circuit Court Clerk</td>
<td>Contact: Julie Ellefson</td>
<td>Phone: 630-407-8590</td>
<td>Assigned Committee: JPS</td>
</tr>
</tbody>
</table>

## Description of Procurement/ Scope of Work/ Background

A reconfiguration of the servers, nodes and software associated with the Circuit Clerk computing environment.

## Reason for Procurement

To upgrade and expand the VM environment, to add an additional flex node, and replace software that is no longer supported. This reconfiguration is needed so that we can proceed with replacing unsupported XP machines, correct an image OR issue and be able to expand e-order in the courtrooms.

### FUNDING SOURCE

- [ ] Procurement budgeted for (FY and budget code(s)): 18-1400-6720 54100, 53807, 53806
- [ ] 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(S) (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:
  
  Vendor is our IBM partner that has access into the system so proper configurations of system can be made

### DECISION MEMO REQUIRED

- [ ] Cooperative Procurement (DPC-107) or Government Joint Purchasing Act Procurement (30ILCS25)
- [ ] 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 RESPONSIBILE, BID #

---

**PREPARED BY AND APPROVAL(S) (Initials Only)**

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Apr 12, 2018</th>
<th>Date</th>
<th>Recommended for Approval Date</th>
<th>IT Approval, if required Date</th>
</tr>
</thead>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
<th>Chairman's Office Date</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>(Decision Memos Over $25,000)</th>
<th>Date</th>
<th>(Decision Memos Over $25,000) Date</th>
</tr>
</thead>
</table>

---

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER
FUND AUTHORIZATION

The undersigned being the Chief Judge of the 18th Judicial Circuit Court of DuPage County, Illinois and in accordance with 705 ILCS 105/27.3a and Ordinance JLE 012-84, adopted October 9, 1984 by the DuPage County Board and as amended, establishing the COURT AUTOMATION FUND, do hereby authorize the funding of the attached purchase requisition.

1400-6720-53807 & 54100 & 53806

Requisition #: 12441

Logicalis
3500 Lacey Rd, Suite 200
Downers Grove IL 60515

Reconfiguration of the AS/400 Equipment and Software $191,057.90

APPROVED:

Signature on File

Hon. Daniel Guerin
Chief Judge

Date 4/16/14

Chris Kachiroubas, CLERK OF THE 18th JUDICIAL CIRCUIT COURT
WHEATON, ILLINOIS 60189-0707 ©
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: 4-18-18

Bid/Contract/PO #:

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Logicalis, Inc</th>
<th>Company Contact</th>
<th>Al Robles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone</td>
<td>331-777-3637</td>
<td>Contact Email</td>
<td><a href="mailto:Al.Robles@us.logicalis.com">Al.Robles@us.logicalis.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>
</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

Account Executive

Date

4-18-18

Attach additional sheets if necessary. Sign each sheet and number each page. Page ____ of _____ (total number of pages)
Requisition under 25k dollars

2018-118
<table>
<thead>
<tr>
<th><strong>DATE SUBMITTED</strong></th>
<th><strong>CONTRACT TERM</strong></th>
<th><strong>CONTRACT TOTAL AMOUNT</strong></th>
<th><strong>REQUESTING DEPT.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>April 4, 2018</td>
<td>5/1/18 - 5/1/2021</td>
<td>$9,230.80</td>
<td>SHERIFF'S OFFICE</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

- Bernadette Mason: Completed 04/16/2018 9:34 AM
- Colleen Zbilski: Completed 04/16/2018 9:39 AM
- Kathy Ostrowski: Completed 04/19/2018 11:00 AM
- Jennifer A. Sinn: Completed 04/20/2018 11:45 AM
- Donald Carlsen: Completed 04/24/2018 3:05 PM
- Wendi Wagner: Completed 04/24/2018 4:33 PM
- James McGuire: Completed 04/25/2018 10:03 AM
- Paul Rafac: Completed 04/25/2018 6:40 PM
- Kathy Ostrowski: Completed 04/26/2018 8:38 AM
- Judicial/Public Safety Committee: Completed 05/01/2018 8:15 AM
- Technology Committee: Pending 05/08/2018 9:00 AM
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.

Requesting Department: DuPage County Sheriff
Contact Email: aaron.jacobs@dupagesheriff.org
Vendor Name: CDWG

Department Contact: Aaron Jacobs
Contact Phone: 630-407-2072
Vendor #: 

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

Our current security and VPN appliances are reaching End of Life April 30, 2018. Sonicwall will not renew maintenance on them, so we need to procure the more recent models.

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

Sonicwall is used as the office firewall and for VPN access into our office, in conjunction with netmotion. It will no longer be supported at the end of April due to our appliances reaching EOL. We need to upgrade the appliances, which are bundled with 3 years of support and maintenance.

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.

Intentionally Left Blank

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

We already own the product. This is in lieu of an upgrade, as we cannot upgrade service on an EOL product. Sonicwall has provided CDWG with special pricing for the upgrade.

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

There are no alternatives. This is required for maintenance and support for all vpn traffic into the office, as well as firewall security.

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.

$9,230.80
**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attatch Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: CDWG</th>
<th>Vendor #: 10067</th>
<th>Contract Term: 5/1/18 - 5/1/2021</th>
<th>Contract Total: $9,230.80</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Sheriff's Office</td>
<td>Contact: Aaron Jacobs</td>
<td>Phone: 630-407-2072</td>
<td>Assigned Committee: JPS</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**

We need to renew our maintenance and support for our SonicWall VPN and Firewall appliances. However, our hardware is all end of life, so in lieu of an outright renewal, we are required, by the manufacturer, to upgrade the equipment, which comes with 3 years of support.

**Reason for Procurement**

In order to get further maintenance and support, we are required to replace old equipment no longer supported by the manufacturer.

**FUNDING SOURCE**

- [x] Procurement budgeted for (FY and budget code(s)): 1000-1160-54100-4400
- [ ] Budget Transfer (Date) ____________ Add'l Information

---

**DECISION MEMO NOT REQUIRED**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID #: 18-099-LG (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
- [ ] 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 (30ILCSS525)
- [ ] 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 AND APPROVAL(S) (Initials Only)**

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4/11/18</td>
<td></td>
<td>4/11/18</td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4/19/18</td>
<td></td>
<td>4-19-18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer (Decision Memos Over $25,000)</th>
<th>Date</th>
<th>Chairman's Office (Decision Memos Over $25,000)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4-25-18</td>
<td></td>
<td></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

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

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

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

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

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

Authorized Signature: ____________________________

Signature on File

Printed Name: Matt Flood

Title: Proposals Supervisor

Date: Feb 5, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page ______ of _______ (total number of pages)
<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extensor</th>
<th>Requisition Total</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>01-SSC-7095</td>
<td>SonicWall High Availability Upgrade Software Licensing</td>
<td>18</td>
<td>1000</td>
<td>4400</td>
<td>53806</td>
<td></td>
<td>354.03</td>
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<td>01-SSC-2007</td>
<td>SonicWall NSA 2650 Security Appliance</td>
<td>18</td>
<td>1000</td>
<td>1160</td>
<td>54100</td>
<td>4400</td>
<td>1,133.55</td>
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<tr>
<td>3</td>
<td>2</td>
<td>EA</td>
<td>01-SSC-1997</td>
<td>SonicWall Network/Firewall Security Appliances</td>
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<td>1000</td>
<td>1160</td>
<td>54100</td>
<td>4400</td>
<td>3,871.61</td>
<td>7,743.22</td>
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</tr>
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</table>

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):
Requisition under 25k dollars

2018-111
# 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>
<th>TRANSPORTATION COMMITTEE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$6,229.55</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## SOLICITATION METHOD FOR SOURCE SELECTION

- **Eva Hitchcock**
  - Completed
  - 04/16/2018 7:39 AM

- **Christopher Snyder**
  - Completed
  - 04/16/2018 9:53 AM

- **Kathy Ostrowski**
  - Completed
  - 04/17/2018 9:00 AM

- **Donald Carlsen**
  - Completed
  - 04/17/2018 11:12 AM

- **Wendi Wagner**
  - Completed
  - 04/17/2018 11:14 AM

- **James McGuire**
  - Completed
  - 04/18/2018 10:40 AM

- **Paul Rafac**
  - Completed
  - 04/24/2018 6:06 PM

- **Kathy Ostrowski**
  - Completed
  - 04/26/2018 11:26 AM

- **Transportation Committee**
  - Completed
  - 05/01/2018 10:00 AM

- **Technology Committee**
  - Pending
  - 05/08/2018 9:00 AM
# Purchase Requisition

**Procurement Services Division**

## Send Purchase Order To:
- **Vendor:** Trafficware, LLC  
  **Attn:** Evelyn Beyer  
  **Address:** 522 Gillingham Lane  
  **City:** Sugar Land  
  **Phone:** 281-240-7233

## Send Invoices To:
- **Dept:** Division of Transportation  
  **Attn:**  
  **Address:** 421 N. County Farm Road  
  **City:** Wheaton  
  **Phone:** 6900

## Send Payments To:
- **Vendor:**  
  **Attn:**  
  **Address:**  
  **City:**  
  **Phone:**

## Ship To:
- **Dept:**  
  **Attn:**  
  **Address:**  
  **City:**  
  **Phone:**

## Payment Terms
- **PO 20 Delivery Date:**
- **Requisitioner:**

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Synchro 10 Software License</td>
<td>1500</td>
<td>3640</td>
<td>53806</td>
<td>3,115.00</td>
<td>3,115.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>EA</td>
<td>Synchro 10 Software License</td>
<td>1500</td>
<td>3500</td>
<td>53806</td>
<td>2,302.00</td>
<td>2,302.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>1</td>
<td>EA</td>
<td>Support/Maintenance</td>
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<td>3500</td>
<td>53807</td>
<td>812.55</td>
<td>812.55</td>
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<td></td>
</tr>
</tbody>
</table>

**Requisition Total:** $6,229.5

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

Updated Synchro 10 licensing and support

**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):**

Transportation - 05/01/18
**Procurement Review Checklist**

**Procurement Services Division**

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

<table>
<thead>
<tr>
<th>Vendor: Trafficware, LLC</th>
<th>Vendor #: 21747</th>
<th>Contract Term:</th>
<th>Contract Total: $6,229.55</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Division of Transportation</td>
<td>Contact: John Loper</td>
<td>Phone: 6900</td>
<td>Assigned Committee: Transportation</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**

Updated Synchro 10 software licensing and support services

**Reason for Procurement**

See attached decision memo

**FUNDING SOURCE**

- [ ] Procurement budgeted for (FY and budget code(s)): 1500-3500/3640-53806 & 1500-3500-53807
- [ ] Budget Transfer (Date) ____________ Add'l Information

**DECISION MEMO NOT REQUIRED**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # __________________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [X] RENEWAL, Enter Bid and/or PC# _____________________________ [ ] Intergovernmental Agreement
- [X] 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
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**BASIS OF DECISION MEMO (attach Decision Memo)**

- [ ] EXEMPT FROM BIDDING PER ILLINOIS COMPILED STATUTES
- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # __________________________ (include Evaluation Summary if applicable)
- [ ] 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 AND APPROVAL(S) (Initials Only)**

- EMH: Prepared By: __________________________ Date: Apr 13, 2018
- 4/16/18 Recommended for Approval Date: ____________
- 4/17/20: IT Approval, if required Date: ____________

**REVIEWED BY (Initials Only)**

- Buyer: __________________________ Date: ____________
- Procurement Officer: __________________________ Date: ____________
- Chairman's Office: __________________________ Date: ____________

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.

<table>
<thead>
<tr>
<th>Requesting Department: Division of Transportation</th>
<th>Department Contact: John Loper</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:jloper@dupageco.org">jloper@dupageco.org</a></td>
<td>Contact Phone: 6882</td>
</tr>
<tr>
<td>Vendor Name: Trafficware</td>
<td>Vendor #:</td>
</tr>
</tbody>
</table>

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

Approval of a contract purchase order to Trafficware for new and updated licensing and annual maintenance and support for the Synchro 10 software. This software is used to evaluate, analyze and recommend traffic signal timing and coordination programs.

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

The Division of Transportation (DOT) has used the Trafficware Synchro products since the early 2000s. This is the standard/leading traffic system software in the industry. The DOT is requesting a new single user license and an updated single user license for the traffic engineering section. The requested procurement includes license support and maintenance, and a warrants analysis add-on for determining whether unsignalized locations warrant a signal.

**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.

This information is prominently used in determining where improvements to travel efficiency can be made for the reduction of motorist delay and reduction of vehicle emissions. Quality of life and economic efficiency is improved for commuters and commercial drivers through the use of this program. The program is continuously used throughout the year.

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

See Sole Source form attached.

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

1. Do not approve
2. Approve

The DOT recommends approval of this contract. It is critical to the continuation of the program and is essential to the on-going functions and performance of the DOT. As the DOT's current software is out of date and will soon not be supported, it is important that the DOT upgrade and renew support.

**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 FY17 fiscal impact for this contract is anticipated to be $6,229.55. The DOT has sufficient funds in the FY18 budget to pay this amount.
JUSTIFICATION FOR SOLE SOURCE

(Please complete and attach to purchase requisition)

<table>
<thead>
<tr>
<th>REQUISITION #</th>
<th>DEPARTMENT</th>
<th>DOT (1500-3500)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MANUFACTURER</td>
<td>Trafficware</td>
<td>PRODUCT #</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Synchro Studio 10</td>
</tr>
</tbody>
</table>

DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:

Suite of software is used to analyze traffic signal and signal system performance. The product is necessary to allow traffic engineers to review the effects of re-timing and coordinating signals throughout DuPage County. Trafficware is the lone outlet for this software.

THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

☑ sole provider of a licensed or patented good or service
☐ sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
☐ sole provider of factory-authorized warranty service
☐ sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts) (Please attach letter from the manufacturer)
☐ the manufacturer (please detail below or attach information regarding why only this manufacturer’s product can be used)
☑ the software manufacturer (and sole maintenance/update provider)
☐ other – (please detail below or in an attachment)

REQUESTED SOURCE | Trafficware |
PHONE | (281) 240-7233 |
CONTACT | Evelyn Beyer - sales rep |
WEBSITE | www.trafficware.com |

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS VENDOR’S PRODUCT OR SERVICE PROVIDE WHICH ARE NOT AVAILABLE FROM OTHER VENDORS? (Please be specific)

Analysis of coordinated system performance, control of signal and system types, adaptive signal analysis. This is the recognized standard for the industry.

HAS THE MARKET BEEN TESTED LATELY (LAST 12 MONTHS) ON THE APPLICABILITY OF SOLE SOURCE? (If not, why not?)

Yes. No other retail or wholesale outlets exist. Other software is not satisfactory for systems analysis.

WHAT STEPS WERE TAKEN TO VERIFY THAT THESE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS/MANUFACTURERS EXAMINED? (Please list other products or services examined – include names & phone numbers of people contacted)

HCS - older software which does not evaluate systems such as DuPage requires... mctrans.ce.ual.edu
TEAPAC Software - http://www.strongconcepts.com/Products.htm - older software with many modules not contained within one package.
January 25, 2018

RE: Sole Source Provider of Synchro / SimTraffic and Associated Training

To Whom It May Concern:

Thank you for your interest in Trafficware. This letter is to inform you that Trafficware software, Synchro and SimTraffic, is developed and marketed exclusively by Trafficware. In addition, all Trafficware copyrighted training materials and certified trainers are provided by Trafficware.

Trafficware software consists of the following unique, exclusive and/or proprietary characteristics, functions, and design elements:

- Synchro, for macroscopic modeling, software incorporates the Intersection Capacity Analysis (ICU) methodology for determining intersection capacity for single and/or multiple intersections (networks).
- Synchro software can provide both the ICU intersection capacity analysis and the HCM 2000/2010/6th Edition intersection capacity for expanded analysis.
- The ICU objective function is volume to capacity ratios, rather than delay.
- Synchro and SimTraffic provide both macroscopic and microscopic analysis in one package.

Should you have any questions, please contact Trafficware.

Signature on File
**Required Vendor Ethics Disclosure Statement**

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

<table>
<thead>
<tr>
<th>Company Name: Trafficware, LLC</th>
<th>Company Contact: Evelyn Beyer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 281-240-7233 opt. 1</td>
<td>Contact Email: <a href="mailto:sales@trafficware.com">sales@trafficware.com</a></td>
</tr>
</tbody>
</table>

Bid/Contract/PO #: __________

---

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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.

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.

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

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

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<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>Evelyn Beyer, Trafficware sales/support</td>
<td>281-240-7233 opt. 1</td>
<td><a href="mailto:sales@trafficware.com">sales@trafficware.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**

<table>
<thead>
<tr>
<th>Printed Name</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joe Custer</td>
<td>CFO</td>
<td>Apr 16, 2018</td>
</tr>
</tbody>
</table>

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
WHEREAS, Resolution JPS-P-0174-16 was approved and adopted by the County Board on June 14, 2016; and

WHEREAS, the Judicial/Public Safety Committee recommends changes as stated in the change order notice to increase Purchase order 1903-001 SERV, issued to Logicalis to provide Cloud Services and Technical Support for an application system for the Circuit Court Clerk, in the amount of $4,468.00 resulting in an amended contract total amount of $809,370.52.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopts the change order notice dated April 5, 2018 to Purchase Order 1903-001 SERV, issued to Logicalis to provide Cloud Services and Technical Support for an application system for the Circuit Court Clerk, to increase the Contract Purchase Order in the amount of $4,468.00 resulting in an amended contract total amount of $809,370.52.

Enacted and approved this 8th day of May, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Request for Change Order
Procurement Services Division
Attach copies of all prior Change Orders

Purchase Order #: 1903-001 SERV
Original Purchase Order Date: Jul 1, 2016
Change Order #: 3
Department: Circuit Court Clerk
Vendor Name: Logicalis
Vendor #: 12232
Dept Contact: Julie Elleesen

Background and/or Reason for Change Order Request:
This contract is for the Circuit Court Clerks cloud based Disaster Recovery system for the AS/400. This change order is due to turning off a smaller server and adding a new large server plus adding space on an additional server.

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.

<table>
<thead>
<tr>
<th>INCREASE/DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starting contract value</td>
</tr>
<tr>
<td>Net $ change for previous Change Orders</td>
</tr>
<tr>
<td>Current contract amount (A + B)</td>
</tr>
<tr>
<td>Amount of this Change Order</td>
</tr>
<tr>
<td>New contract amount (C + D)</td>
</tr>
<tr>
<td>Percent of current contract value this Change Order represents (D / C)</td>
</tr>
<tr>
<td>Cumulative percent of all Change Orders (B1+D/A); (60% maximum on construction contracts)</td>
</tr>
</tbody>
</table>

DECISION MEMO NOT REQUIRED

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

Change budget code from: ___________________________ to: ___________________________

Increase/Decrease quantity from: ___________________________ to: ___________________________

Price shows: ___________________________ should be: ___________________________

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

DECISION MEMO REQUIRED

☐ Increase (greater than 29 days) contract expiration from: ___________________________ to: ___________________________
☐ Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
☐ Funding Source ___________________________

OTHER - explain below:

mih 8579 8647 4-16-18
Prepared By (Initials) Phone Ext Date Recommended for Approval (Initials) Phone Ext Date

REVIEWED BY (Initials Only)

Buyer 4-19-18
Procurement Officer 4-25-18

Chief Financial Officer (Decision Memos Over $25,000) Chairman's Office (Decision Memos Over $25,000)

Date Date

Rev 1.6
Packet Pg. 82
# 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.

<table>
<thead>
<tr>
<th>Requesting Department: Circuit Court Clerk</th>
<th>Department Contact: Julie Ellefen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:Julie.Ellefsen@18thjudicial.org">Julie.Ellefsen@18thjudicial.org</a></td>
<td>Contact Phone: 630-407-8590</td>
</tr>
<tr>
<td>Vendor Name: Logicalis</td>
<td>Vendor #: 12232</td>
</tr>
</tbody>
</table>

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

Approve change order #3 to Contract 1903-001 SERV - Resolutions number JPS-P-0174-16, issued to Logicalis, to increase contract by $4,468.00.

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

This contract is for the Circuit Court Clerks cloud based Disaster Recovery system for the AS/400. Do to increase volume and type of processing being done, some servers needed to be upgraded with current software and needed more CPU and memory to handle the change. When we make a change on our system, if that server is on Disaster Recovery, those servers at the hot site also need to be upgraded.

**Strategic Impact**

Customer Service

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

In case of a disaster to the court house - the Judicial System of DuPage would not be able to continue running.

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

This is an upgrade to the existing hot site.

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

If the hot site was not upgraded the Judicial system would not be protected in case of a disaster.

We need to remain in compliance with Supreme Court Order M.R.22717 regarding Emergency Preparedness Standards.

**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.

No impact to County General Funds. Supported by the special funds of the Clerk and Court - Court Automation.

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*Packet Pg. 83*
PROJECT CHANGE REQUEST

Date: April 5, 2018
PCR Number: DUPA600015434
Customer Name: DuPage County Circuit Court Clerk
Customer Contact Person: Mary Heaton
Engagement Number: 0197165
PCR Iteration: Add Anaheim-DR VM, Remove Darkwing-DR and
Add storage to DUSACM-DR
Account Executive: Al Robles
Service Delivery Manager: Dane Duncan
OSM Reference Number:

This Project Change Request (PCR) amends the Statement of Work, dated 8/30/2013,
between Logicalis, Inc. and DuPage County Circuit Court Clerk. A Project Change Request is
solely for revisions to the Customer Selected Services and/or Contracted Pricing section(s) of
the Statement of Work. Project Change Requests shall not be utilized for any revisions to the
legal terms or conditions of any agreement. All other terms of the Statement of Work and/or
agreement remain in effect and are incorporated herein by reference.

Description of Requested Change
DuPage County Circuit Court Clerk is adding a VM named "Anaheim-DR" to their disaster
recovery environment. This server is going to replace existing server named Darkwing". The
new Anaheim server will be 4 vCPU, 16gb memory and 78gb of storage. See the "ADD" Table
below.

We will remove Darkwing-DR which has 2 vCPU, 8gb memory and 72gb of storage. See
"REMOVE" Table below.

Additionally, DuPage has asked we add 20 gb of HDD storage and 20gb to cloud backup to the
G:\ drive for the server named DUSACM-DR. Logicalis Managed Services was made aware of
this need for storage by Craig Larson in a telephone call on March 14, 2018.

(ADDITION) of the following devices:

<table>
<thead>
<tr>
<th>Name</th>
<th>Container Name</th>
<th>QTY</th>
<th>CPU (GHz)</th>
<th>Memory (GB)</th>
<th>Storage (GB)</th>
<th>Encrypted Storage (GB)</th>
<th>BW (Mbps)</th>
<th>Setup Fee</th>
<th>MRC Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anaheim</td>
<td>Flexible</td>
<td></td>
<td>4</td>
<td>16</td>
<td>78</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

TOTAL $100.00 $245.10

(REMOVAL) of the following devices:

<table>
<thead>
<tr>
<th>Name</th>
<th>Container Name</th>
<th>QTY</th>
<th>CPU (GHz)</th>
<th>Memory (GB)</th>
<th>Storage (GB)</th>
<th>Encrypted Storage (GB)</th>
<th>BW (Mbps)</th>
<th>Removal Fee</th>
<th>MRC Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Darkwing</td>
<td>Flexible</td>
<td>$</td>
<td>2</td>
<td>8</td>
<td>72</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
<td>$137.60</td>
</tr>
</tbody>
</table>

TOTAL $0.00 ($137.60)

*MRC fees lowered each month $137.60 with the removal of Darkwing*
### Additional Storage to DUSAM

<table>
<thead>
<tr>
<th>QTY</th>
<th>Part Number</th>
<th>Description</th>
<th>Setup Fee</th>
<th>Unit MRC Fee</th>
<th>Extended MRC Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>20</td>
<td>PRV-ENT-STG-HDD</td>
<td>HDD Storage</td>
<td>$0.00</td>
<td>$0.15</td>
<td>$3.00</td>
</tr>
<tr>
<td>20</td>
<td>PRV-BKP-CSBX86-2WSTG</td>
<td>X86 Cloud Backup Storage - 2 Week (per GB)</td>
<td>$0.00</td>
<td>$0.06</td>
<td>$1.20</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$0.00</strong></td>
<td><strong>$0.06</strong></td>
<td><strong>$4.20</strong></td>
</tr>
</tbody>
</table>

**Estimated Cost Impact of Project Change Request**
- Setup Fees: $100.00
- Total MRC Increase: $111.70
Acceptance Process

Acceptance:

To authorize the change(s) detailed in this Project Change Request document, please return two (2) signed copies of this document along with a copy of the Purchase Order, if required. Alternatively, you may FAX a copy to (248) 232-5412. Upon acceptance by Logicalis, a counter-signed copy will be returned to your attention.

Accepted By:

DuPage County Circuit Court Clerk

Signature on File
Signature
KEVIN VASKE
Printed Name

Title
Director of Technology

Date
4-16-18

Dura Automotive Systems, LLC.

Billing Contact:

Mary Heaton
DuPage County Circuit Court Clerk
505 N. County Farm Rd
Wheaton, IL 60189
(630) 407-8575

CC: Al Robles, Dane Duncan

Accepted By:

Logicalis, Inc.

Signature

Printed Name

Title

Date

Logicalis Engagement Number
(0197165)

Billing Contact Correction:
Required Vendor Ethics Disclosure Statement

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

Bid/Contract/PO #: 

Date: 4-18-18

Company Name: Logicalis, Inc
Contact Phone: 331-771-3637
Company Contact: Al Robles
Contact Email: Al.robles@us.logicalis.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.

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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.

x 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></td>
<td></td>
<td></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/Documents/

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

Authorized Signature

SIGNATURE ON FILE

Printed Name

Al Robles

Title

Account Executive

Date

4-18-18

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