1. CALL TO ORDER

2. ROLL CALL

3. CHAIRMAN'S REMARKS

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES
   A. Technology Committee - Regular Meeting - Tuesday May 8th, 2018

6. ACTION ITEMS
   A. TE-P-0162-18 Recommendation for the approval of a contract purchase order to Harris Corporation to obtain 20ppm Point Cloud LiDAR data, for Information Technology - GIS Division, for a contract total amount of $110,000.00. 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). This price was negotiated using a cost-sharing program.

   B. TE-P-0163-18 Recommendation for the approval of a contract purchase order to PCM Sales, Inc., for the purchase of an Aruba Network Core Switch, for Information Technology, for a contract total amount of $25,546.77, per lowest responsible quote #18-054-LG.

   C. 2018-137 Recommendation for the approval of a contract purchase order to Alphagraphics, to furnish and deliver web-to-print business cards for County departments, for Information Technology. This contract covers the period of July 1, 2018 through June 30, 2019, for a contract total amount of $12,000.00. This is the third and final of three (3) twelve (12) month renewals, per lowest responsible quote #Q15-113-GV.

7. OLD BUSINESS

8. NEW BUSINESS

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

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

2. **ROLL CALL**

**PRESENT:** Anderson, Berlin, Bucholz, Chaplin, Elliott, Grogan, Henry, Kachiroubas, Krajewski, Wiley, Zaruba

**ABSENT:**

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.

3. **CHAIRMAN'S REMARKS**

Chairman Wiley read a brief statement in support of support for the proposed IGA between the County and the Lisle-Woodridge Fire Protection District.

Chairman Wiley then briefly discussed his opinion on raising awareness in cyber security. Member Chaplin asked if he is planning to host seminars throughout the County, to which he responded he is working with Don Carlsen and other contacts in the field to discuss that option.

4. **PUBLIC COMMENT**

None.

5. **APPROVAL OF MINUTES**

A. Technology Committee - Regular Meeting - Apr 24, 2018 9:00 AM

<table>
<thead>
<tr>
<th>RESULT:</th>
<th>ACCEPTED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Robert Grogan, County Auditor</td>
</tr>
<tr>
<td>SECONDER:</td>
<td>Elizabeth Chaplin, District 2</td>
</tr>
</tbody>
</table>
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.

Member Grogan asked if the rates charged for GIS services are reviewed and adjusted on an annual basis. Tom Ricker, GIS manager, responded that they are reviewed every couple of years and adjusted as needed. He and Don Carlsen, CIO, noted that the fees are really a reimbursement to cover the County's costs.

Member Chaplin inquired as to what type of work is being done and with which entity's data. Mr. Ricker stated his staff is creating a dashboard using firehouse data that will likely be pulled on a monthly basis.

RESULT: APPROVE [UNANIMOUS]

MOVER: Chris Kachiroubas, Circuit Court Clerk
SECONDER: Elizabeth Chaplin, District 2

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.

Member Chaplin asked why there was such a large monetary difference between the three bids for item 6B. Mr. Carlsen explained that the cost depends on many things, including the number of hours anticipated to complete the project, how busy the firms may be, and so on.

RESULT: APPROVED [UNANIMOUS]

MOVER: Tim Elliott, District 4
SECONDER: Elizabeth Chaplin, District 2

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.
Member Henry noted that the County's Facilities Management department currently uses Facilities Dude software for their work tickets and it works well.

Mr. Carlsen added that this project came as a result of LEAN training.

RESULT: APPROVED [UNANIMOUS]
MOVER: Chris Kachiroubas, Circuit Court Clerk
SECONDER: Janice Anderson, District 5

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.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Elizabeth Chaplin, District 2

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

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).

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Elizabeth Chaplin, District 2
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

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Elizabeth Chaplin, District 2

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

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Elizabeth Chaplin, District 2

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%.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Elizabeth Chaplin, District 2

8. OLD BUSINESS
Member Chaplin asked what the status is on the issues with the IQM2 video streaming for the County Board meetings. Mr. Carlsen responded that the vendor was given sixty (60) days to improve its performance or the County will look at other options. He noted that we are about thirty (30) days in.

9. NEW BUSINESS
None.

10. ADJOURNMENT
    With no further business, the meeting was adjourned.
WHEREAS, an agreement has been negotiated in accordance with County Board policy; and

WHEREAS, the Technology Committee recommends County Board approval for issuance of a contract purchase order to Harris Corporation for the procurement of 20ppm Point Cloud LiDAR data, for Information Technology - GIS Division.

NOW, THEREFORE BE IT RESOLVED, that County Requisition, covering said, for the procurement of 20ppm Point Cloud LiDAR data, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Harris Corporation, 1025 W. Nasa Blvd., Melbourne, FL 32919, for a contract total amount of $110,000.00, 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).

Enacted and approved this 22nd 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 TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
<th>INFORMATION SYSTEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 10, 2018</td>
<td></td>
<td>$110,000.00</td>
<td></td>
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</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  Other Professional Services - Detailed Vetting Process Required

- **Sarah Godzicki**  
  Completed 05/10/2018 11:33 AM
- **Deborah Hanson**  
  Completed 05/10/2018 11:42 AM
- **Donald Carlsen**  
  Completed 05/10/2018 11:44 AM
- **Kathy Ostrowski**  
  Completed 05/10/2018 3:02 PM
- **James McGuire**  
  Completed 05/15/2018 9:04 AM
- **Paul Rafac**  
  Completed 05/15/2018 5:33 PM
- **Tom Cuculich**  
  Completed 05/16/2018 8:08 AM
- **Kathy Ostrowski**  
  Completed 05/16/2018 3:01 PM
- **Technology Committee**  
  Pending 05/22/2018 9:00 AM
- **Finance Committee**  
  Pending 05/22/2018 8:00 AM
- **County Board**  
  Pending 05/22/2018 10:00 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: Harris Corporation</th>
<th>Vendor #:</th>
<th>Contract Term:</th>
<th>Contract Total:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: IT - GIS Division</td>
<td>Contact:</td>
<td>Phone: 630-407-5062</td>
<td>Assigned Committee: Technology</td>
</tr>
<tr>
<td></td>
<td>Tom Ricker</td>
<td></td>
<td>$110,000.00</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**
Procurement to obtain 20PMP point cloud LiDAR data that was part of the USGS cost-sharing project for the NE Illinois Region.

**Reason for Procurement**
To update and enhance our elevation data contours along with our surface model data.

**FUNDING SOURCE**
- [ ] Procurement budgeted for (FY and budget code(s)): FY18 - 1100-2900-53020
- [ ] 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 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 [ ] Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**
- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (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>S/J/G</th>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date IT Approval, if required</th>
<th>Date</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Recommended for Approval</td>
<td>Date IT Approval, if required</td>
<td>Date</td>
</tr>
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</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date (5/15/18)</th>
<th>Procurement Officer</th>
<th>Date (5-15-18)</th>
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<tbody>
<tr>
<td></td>
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</table>

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

---

**Date:** May 10, 2018

**Packet Pg. 9**
# Purchase Requisition

## Procurement Services Division

<table>
<thead>
<tr>
<th>Send Purchase Order To:</th>
<th>Send Invoices To:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Vendor:</strong> Harris Corporation</td>
<td><strong>Vendor:</strong> Harris Corporation</td>
</tr>
<tr>
<td><strong>Attn:</strong> Conse Vecchio</td>
<td><strong>Attn:</strong> Conse Vecchio</td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:cvecchio@harris.com">cvecchio@harris.com</a></td>
<td><strong>Email:</strong> <a href="mailto:cvecchio@harris.com">cvecchio@harris.com</a></td>
</tr>
<tr>
<td><strong>Address:</strong> 1025 W. Nasa Blvd.</td>
<td><strong>Address:</strong> 1025 W. Nasa Blvd.</td>
</tr>
<tr>
<td><strong>City:</strong> Melbourne</td>
<td><strong>City:</strong> Melbourne</td>
</tr>
<tr>
<td><strong>State:</strong> FL</td>
<td><strong>State:</strong> FL</td>
</tr>
<tr>
<td><strong>Zip:</strong> 32919</td>
<td><strong>Zip:</strong> 32919</td>
</tr>
<tr>
<td><strong>Phone:</strong> 772-538-1755</td>
<td><strong>Phone:</strong> 772-538-1755</td>
</tr>
<tr>
<td><strong>Fax:</strong></td>
<td><strong>Fax:</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Send Payments To:</th>
<th>Ship To:</th>
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<tbody>
<tr>
<td><strong>Vendor:</strong> Harris Corporation</td>
<td><strong>Vendor:</strong> Harris Corporation</td>
</tr>
<tr>
<td><strong>Attn:</strong> Conse Vecchio</td>
<td><strong>Attn:</strong> Conse Vecchio</td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:cvecchio@harris.com">cvecchio@harris.com</a></td>
<td><strong>Email:</strong> <a href="mailto:cvecchio@harris.com">cvecchio@harris.com</a></td>
</tr>
<tr>
<td><strong>Address:</strong> 1025 W. Nasa Blvd.</td>
<td><strong>Address:</strong> 1025 W. Nasa Blvd.</td>
</tr>
<tr>
<td><strong>City:</strong> Melbourne</td>
<td><strong>City:</strong> Melbourne</td>
</tr>
<tr>
<td><strong>State:</strong> FL</td>
<td><strong>State:</strong> FL</td>
</tr>
<tr>
<td><strong>Zip:</strong> 32919</td>
<td><strong>Zip:</strong> 32919</td>
</tr>
<tr>
<td><strong>Phone:</strong> 772-538-1755</td>
<td><strong>Phone:</strong> 772-538-1755</td>
</tr>
<tr>
<td><strong>Fax:</strong></td>
<td><strong>Fax:</strong></td>
</tr>
</tbody>
</table>

### Payment Terms

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<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>ASAP</td>
<td>Sarah Godzicki</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Use for</th>
<th>Contract Administrator</th>
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<th>Contract End Date</th>
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<tbody>
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### LN | Qty | UOM | Item Detail (Product #) | Description | FY | Dept # | Acctg Unit | Acct # | Sub-Accts and/or Activity # | Unit Price | Extension |
<table>
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<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>LIDAR 20 PPM Data</td>
<td>LIDAR 20 PPM Data</td>
<td>18</td>
<td>1100</td>
<td>2900</td>
<td>53020</td>
<td></td>
<td>110,000.00</td>
<td>110,000</td>
</tr>
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</table>

**Requisition Total:** $110,000

**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.

<table>
<thead>
<tr>
<th>Requesting Department: IT - GIS Division</th>
<th>Department Contact: Tom Ricker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:tom.ricker@dupageco.org">tom.ricker@dupageco.org</a></td>
<td>Contact Phone: 630-407-5062</td>
</tr>
<tr>
<td>Vendor Name: Harris Corporation</td>
<td>Vendor #:</td>
</tr>
</tbody>
</table>

---

**Date:** May 10, 2018

**MinuteTraq (IQM2) ID #:** 12687

**Department Requisition #:**

---

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

Procurement of data from the LiDAR USGS QL1 project. DuPage County’s total cost is $110,000.00.

---

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

This data is needed to update our current LiDAR data, with which we will be able to better map out elevation and surface data here in DuPage County.

---

**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 more detailed and accurate data will be shared with other County departments along with municipalities, park districts and the Forest Preserve for the overall betterment of DuPage County and its citizens.

---

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

County staff selected Harris Corporation because they were selected by the USGS to provide LiDAR services for this cost-sharing LiDAR project, allowing us and other government agencies to save money.

---

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

It is staff’s recommendation to obtain this LiDAR data as part of the cost-sharing agreement. This enhanced data is available at a low cost through this program. Other options are pay more for the same services or do not obtain this much-needed improved data.

---

**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.

$110,000.00 out of FY18 - 1100-2900-53020

---

**Packet Pg. 11**
MEMORANDUM

To: Technology Committee
    County Board
    Procurement Division

From: Tom Ricker, GIS Manager

Date: 05/10/2018

Re: USGS OL1 LiDAR Cost Sharing Project

In 2015 as part of a cost-sharing program through the United States Geological Survey (USGS), three federal agencies including USGS, FEMA, NRCS, as well as Cook, Kane, Lake, and McHenry Counties worked together to begin a program of acquiring USGS OL1 LiDAR (Light Detection and Ranging) data. At the beginning of this project, DuPage County had just taken delivery of its own LiDAR data that was captured in 2014. As a result, we did not participate in this OL1 cost-sharing project.

With that said, we now have the opportunity to update our LiDAR data, due to the participation of Cook and Kane Counties. In addition, USGS ran an east & west flight pattern, resulting in a flight over DuPage County. In doing so, they captured LiDAR data for DuPage which is now processed and available. This provides DuPage County the opportunity to take part in the cost-sharing program and acquire this updated and highly accurate LiDAR point cloud data that was part of this project.

The 2014 LiDAR data for DuPage County was captured with a 4ppm (points per meter) point cloud. As a specification of the USGS OL1 LiDAR project, this data was captured using GIEGER mode technology versus the traditional LiDAR acquisition technology, resulting in data being captured at 20ppm. With this high point cloud, we will be able to obtain higher and more detailed elevation, surface, and terrain data.

This new elevation data will be extremely valuable to the County GIS Division and other departments such as Stormwater, DOT, Environmental and others, along with various municipal entities.

The first image below is an example of our 2014 LiDAR at 4 ppm followed by an image from the USGS OL1 project at 20 ppm. The difference in the density and detail of the data is very apparent when shown on similar scales.
2014 LiDAR Data at 4ppm

2017 Lidar Data at 20 ppm
# Quote

**HARRIS**

**Harris Corporation**
1025 W. Nasa Blvd.
Melbourne, FL 32919
772-538-1755

---

**To:**
Thomas P. Ricker
DuPage County
421 N. County Farm Rd.
Wheaton, Illinois 60187
630-407-5062

---

<table>
<thead>
<tr>
<th>Account Manager</th>
<th>Job</th>
<th>Payment Terms</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conse C. Vecchio</td>
<td>DuPage County LIDAR Data</td>
<td>Net-45</td>
<td>45 Days Upon Delivery</td>
</tr>
</tbody>
</table>

---

## QTY | DESCRIPTION |
|------|-------------|
| **1** | Classified Point Cloud at 20ppm  
DuPage County at 20ppm Classified to USGS QLI as follows: **Price is $ 110,000**  
Classified point cloud classification scheme  
- 1 - Processed, but unclassified.  
- 2 - Bare earth.  
- 7 - Low noise.  
- 9 - Water.  
- 10 - Ignored ground (near a breakline).  
- 17 - Bridge decks.  
- 18 High noise.  

<table>
<thead>
<tr>
<th><strong>Unit Price</strong></th>
<th><strong>Line Total</strong></th>
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</thead>
<tbody>
<tr>
<td>$110,000</td>
<td>$110,000</td>
</tr>
</tbody>
</table>

---

**Subtotal**  
**Sales Tax**  
**Total**

$110,000  
N/A  
$110,000

---

Quotation prepared by: Conse C. Vecchio

This is a quotation on the goods named, subject to the conditions noted below: (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return:

---

Harris Geospatial Solutions

Thank you for your business!
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>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

Printed Name: David Carver
Title: Contracts Manager
Date:

Attach additional sheets if necessary. Sign each sheet and number each page. Page _______ of _______ (total number of pages)
WHEREAS, quotes have been received in accordance with County Board policy; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract purchase order to PCM Sales, Inc., for the purchase of an Aruba Network Core Switch, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for the purchase of an Aruba Network Core Switch, for Information Technology, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to PCM Sales, Inc., 1940 E Mariposa Ave, El Segundo, CA 90245, for a contract total amount of $25,546.77, per lowest responsible quote #18-054-LG.

Enacted and approved this 22nd 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-0163-18

PROCUREMENT REVIEW CHECKLIST
REQUISITION

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>NEW PURCHASE ORDER REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE SUBMITTED</td>
</tr>
<tr>
<td>April 26, 2018</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
<th>INFORMATION SYSTEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>$25,546.77</td>
<td>INFORMATION SYSTEMS</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOLICITATION METHOD FOR SOURCE SELECTION</th>
</tr>
</thead>
</table>

No Decision Memo Required  Lowest Responsible Quote - See attached tabulation

Sarah Godzicki  Completed  05/01/2018 1:54 PM
Deborah Hanson  Completed  05/01/2018 1:58 PM
Donald Carlsen  Completed  05/01/2018 9:48 PM
Kathy Ostrowski  Completed  05/04/2018 9:28 AM
James McGuire  Completed  05/16/2018 8:24 AM
Paul Rafac  Completed  05/16/2018 10:23 AM
Kathy Ostrowski  Completed  05/16/2018 11:47 AM
Technology Committee  Pending  05/22/2018 9:00 AM
Finance Committee  Pending  05/22/2018 8:00 AM
County Board  Pending  05/22/2018 10:00 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: PCM Sales, Inc.</th>
<th>Vendor #: 10979</th>
<th>Contract Term:</th>
<th>Contract Total: $25,546.77</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Information Technology</td>
<td>Contact: Wendi Wagner</td>
<td>Phone: 630-407-5064</td>
<td>Assigned Committee: Technology</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**
Procurement of Aruba Network Core Switch.

**Reason for Procurement**
This will replace the current network Core switch in the 505 building. This is necessary to support Power Over Ethernet for future VOIP phone system.

**FUNDING SOURCE**
- [ ] Procurement budgeted for (FY and budget code(s)): FY18 - 1000-1160-54100-1110
- [ ] Budget Transfer (Date) [Add Information]

**DECISION MEMO NOT REQUIRED**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # 18-054-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 [Public Utility]
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

- [ ] Cooperative Procurement (OFC-4-107) 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 RESPONSIBLE, BID # _______

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

Prepared By: [Signature]  
May 1, 2018  
Recommended for Approval: [Signature]  
Date: [Date]  
IT Approval, if required: [Signature]  
Date: [Date]

**REVIEWED BY (Initials Only)**

Buyer: [Signature]  
Date: [Date]  
Procurement Officer: [Signature]  
Date: [Date]  

Chief Financial Officer: [Signature]  
Date: [Date]  
Chairman's Office: [Signature]  
Date: [Date]

(Decision Memos Over $25,000)

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER

Packet Pg. 19
# Purchase Requisition

**Procurement Services Division**

**Date:** Apr 26, 2018  
**MinuteTraq (IQM2) ID #:** 12596  
**Department Req #:**  
**RFP, Bid or Quote #:** 18-054-LG

---

**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor: PCM Sales, Inc.</th>
<th>Dept: Information Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Daniel Harla</td>
<td>Div:</td>
</tr>
<tr>
<td>Email: <a href="mailto:daniel.harla@pcm.com">daniel.harla@pcm.com</a></td>
<td></td>
</tr>
<tr>
<td>Address: 1940 E Mariposa Ave</td>
<td></td>
</tr>
<tr>
<td>City: El Segundo</td>
<td>State: CA Zip: 90245</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
</tr>
</tbody>
</table>

**Send Invoices To:**

<table>
<thead>
<tr>
<th>Vendor: PCM Sales, Inc.</th>
<th>Dept: Information Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Sarah Godzicki</td>
<td>Div:</td>
</tr>
<tr>
<td>Email: <a href="mailto:sarah.godzicki@dupageco.org">sarah.godzicki@dupageco.org</a></td>
<td></td>
</tr>
<tr>
<td>Address: 421 N. County Farm Road</td>
<td></td>
</tr>
<tr>
<td>City: Wheaton</td>
<td>State: IL Zip: 60187</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
</tr>
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**Send Payments To:**

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<tr>
<th>Vendor: PCM Sales, Inc.</th>
<th>Dept: Information Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Joseph Bulaga</td>
<td>Div:</td>
</tr>
<tr>
<td>Email: <a href="mailto:Joseph.Bulaga@dupageco.org">Joseph.Bulaga@dupageco.org</a></td>
<td></td>
</tr>
<tr>
<td>Address: FILE 55327</td>
<td></td>
</tr>
<tr>
<td>City: Los Angeles</td>
<td>State: IL Zip: 90074-5327</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
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**Send To:**

<table>
<thead>
<tr>
<th>Vendor: PCM Sales, Inc.</th>
<th>Dept: Information Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Div:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
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<tr>
<td>State:</td>
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<td>Zip:</td>
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<tr>
<td>Phone:</td>
<td></td>
</tr>
<tr>
<td>Fax:</td>
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**Payment Terms:**

<table>
<thead>
<tr>
<th>Use for PO20 only</th>
<th>Use for PO25 only</th>
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</thead>
<tbody>
<tr>
<td>Contract Administrator</td>
<td>Contract Administrator</td>
</tr>
<tr>
<td>Contract Start Date</td>
<td>Contract Start Date</td>
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<tr>
<td>Contract End Date</td>
<td>Contract End Date</td>
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<table>
<thead>
<tr>
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<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>j9822A</td>
<td>HPE Aruba 5412R zl2 Switch</td>
<td>18</td>
<td>1000</td>
<td>1160</td>
<td>54100</td>
<td>1110</td>
<td>2,682.53</td>
<td>2,682</td>
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<tr>
<td>2</td>
<td>1</td>
<td>EA</td>
<td>H1NA2E</td>
<td>HPE 1 YR FC NBD Exch Aruba 5412R zl2 S SVC for J9822A</td>
<td>18</td>
<td>1000</td>
<td>1160</td>
<td>54100</td>
<td>1110</td>
<td>795.89</td>
<td>795</td>
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<tr>
<td>3</td>
<td>4</td>
<td>EA</td>
<td>Aruba 5400R 700W PoE+ zl2 PSU with included J9828 AABA Power Cord</td>
<td></td>
<td>18</td>
<td>1000</td>
<td>1160</td>
<td>54100</td>
<td>1110</td>
<td>467.36</td>
<td>1,865</td>
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<tr>
<td>4</td>
<td>1</td>
<td>EA</td>
<td>J9827A</td>
<td>Aruba 5400R zl2 Management Module</td>
<td>18</td>
<td>1000</td>
<td>1160</td>
<td>54100</td>
<td>1110</td>
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<td>1,480</td>
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<tr>
<td>5</td>
<td>6</td>
<td>EA</td>
<td>J9993A</td>
<td>Aruba 8p 1G/10GbE SFP+ v3 sl2 Module</td>
<td>18</td>
<td>1000</td>
<td>1160</td>
<td>54100</td>
<td>1110</td>
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<tr>
<td>6</td>
<td>1</td>
<td>EA</td>
<td>J9987A</td>
<td>Aruba 24p 1000BASE-T v3 zl2 Module</td>
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<td>1160</td>
<td>54100</td>
<td>1110</td>
<td>1,933.39</td>
<td>1,933</td>
</tr>
</tbody>
</table>

**Requisition Total:** $25,546

---

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

All above per quote response 18-054-LG.

---

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

Please send copy of PO to Wendi Wagner and Sarah Godzicki.

---

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

---

---

---
COUNTY OF DU PAGE, ILLINOIS  
Procurement Services  
Quote Tabulation Advise  

Quote #18-054-LG  
HPE Aruba  
Quote Opening Date: 2/14/18  
1:30 P.M.  

<table>
<thead>
<tr>
<th>Responsible Quotes:</th>
<th>Qty: 1</th>
<th>Qty: 1</th>
<th>Qty: 1</th>
<th>Qty: 6</th>
<th>Qty: 1</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>J9822A HPE Aruba 5412R zl2 Switch</td>
<td>H1NA2E HPE 1Y FC NBD Exch Aruba 5412R zl2 S SVC [for J9822A]</td>
<td>H1NA2E HPE 1Y FC NBD Exch Aruba 5412R zl2 S SVC [for J9822A]</td>
<td>J9827A Aruba 5400R zl2 Management Module</td>
<td>J9993A Aruba 8p 1G/10GbE SFP+ v3 zl2 Mod</td>
<td></td>
</tr>
<tr>
<td>PMC Sales</td>
<td>$2,662.53</td>
<td>$796.89</td>
<td>$1,869.44</td>
<td>$1,480.46</td>
<td>$16,785.06</td>
<td>$1,933.39</td>
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<td>Insight</td>
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<td>$770.23</td>
<td>$1,935.24</td>
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<td>$16,805.10</td>
<td>$1,927.06</td>
</tr>
</tbody>
</table>

Number of quotes sent: 101  
Vendors viewing quotes: 13  
Quotes received: 2  

Larry Gammel  
DuPage County Buyer  

2/22/2016
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: PCM Sales, Inc.  
Company Contact: Daniel Harla
Contact Phone: 866-310-3982  
Contact Email: daniel.harla@pcm.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>
</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  

Printed Name  

Title  

Date  

May 3, 2018

Packet Pg. 22
Requisition under 25k dollars

2018-137
**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>May 7, 2018</td>
<td>$12,000.00</td>
<td>07/01/2018 TO 06/30/2019</td>
<td>INF</td>
<td>INFORMATION SYSTEMS</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

- Sarah Godzicki: Completed 05/09/2018 2:26 PM
- Deborah Hanson: Completed 05/09/2018 2:33 PM
- Donald Carlsen: Completed 05/09/2018 8:41 PM
- Kathy Ostrowski: Completed 05/10/2018 2:57 PM
- James McGuire: Completed 05/11/2018 12:54 PM
- Paul Rafac: Completed 05/15/2018 5:30 PM
- Kathy Ostrowski: Completed 05/17/2018 3:53 PM
- Technology Committee: Pending 05/22/2018 9:00 AM
Procurement Review Checklist

Vendor: Alphagraphics, Inc.
Vendor #: 10671
Contract 07/01/2018 to 06/30/2019
Contract Total: $12,000.00

Dept: Information Technology
Contact: Greg Smith
Phone: 630.407.5023
Assigned Committee: Technology

Description of Procurement/Scope of Work/Background
Renew contract to furnish and deliver web-to-print business cards for DuPage County departments. This is the third and final twelve (12) month renewal per low quote Q15-113.

Reason for Procurement
Current PO/contract expires 06/30/2018 and this new one replaces it.

FUNDING SOURCE
☐ Procurement budgeted for (FY and budget code(s)): FY18 - 1000-1110-53800
☐ Budget Transfer (Date) ____________________ Add'l Information

DECISION MEMO NOT REQUIRED
☐ LOWEST RESPONSIBLE QUOTE # or BID # Q15-113-GV (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 SS ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☐ Public Utility
☐ PER SS 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 (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)

Date
Prepared By
Recommended for Approval
IT Approval, if required

REVIEWED BY (Initials Only)

Date
Buyer
Procurement Officer
Chairman's Office

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

Date
Rev 1.8
Packet Pg. 25

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

<table>
<thead>
<tr>
<th>Send Purchase Order To</th>
<th>Send Invoices To</th>
<th>Send Payments To</th>
<th>Ship To</th>
</tr>
</thead>
</table>
| **Vendor:** Alphagraphics, Inc.  
**Vendor #:** 10671  
**Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N. Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 | **Vendor:** Alphagraphics, Inc.  
**Vendor #:** 10671  
**Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 | **Vendor:** Alphagraphics, Inc.  
**Vendor #:** 10671  
**Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 | **Vendor:** Alphagraphics, Inc.  
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**Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 |
| **Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N. Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 | **Attn:** Greg Smith  
**Email:** greg.smith@dupagecolorg | **Dept:** Information Technology  
**Division:**  
**Address:** 421 N County Farm Road  
**Room:** L400B  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.407.5023  
**Fax:** 630.407.5001 | **Dept:** Information Technology  
**Division:**  
**Address:** 421 N County Farm Road  
**Room:** L400B  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.407.5023  
**Fax:** 630.407.5001 |

<table>
<thead>
<tr>
<th><strong>Send Payments To:</strong></th>
<th><strong>Send Invoices To:</strong></th>
<th><strong>Send Purchase Order To:</strong></th>
<th><strong>Ship To:</strong></th>
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</thead>
</table>
| **Vendor:** Alphagraphics, Inc.  
**Vendor #:** 10671  
**Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 | **Attn:** Greg Smith  
**Email:** greg.smith@dupagecolorg | **Vendor:** Alphagraphics, Inc.  
**Vendor #:** 10671  
**Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 | **Vendor:** Alphagraphics, Inc.  
**Vendor #:** 10671  
**Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
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**City:** Wheaton  
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**Zip:** 60187  
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**Fax:** 630.653.2485 |
| **Attn:** Christine Fenne  
**Email:** cfenne@alphagraphics.com  
**Address:** 128 N. Main Street  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.653.2442  
**Fax:** 630.653.2485 | **Attn:** Greg Smith  
**Email:** greg.smith@dupagecolorg | **Dept:** Information Technology  
**Division:**  
**Address:** 421 N County Farm Road  
**Room:** L400B  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.407.5023  
**Fax:** 630.407.5001 | **Dept:** Information Technology  
**Division:**  
**Address:** 421 N County Farm Road  
**Room:** L400B  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630.407.5023  
**Fax:** 630.407.5001 |

| **Purchase Requisition** | **Date:** May 7, 2018  
**MinuteTraq (IQM2) ID #:** 12644  
**Department Req #:**  
**RFP, Bid or Quote #:** Q15-113-G |

---

<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>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extensor</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Renew contract to furnish &amp; deliver web-to-print business cards for DuPage County departments per low quote; Q15-113-GV.</td>
<td></td>
<td>1000</td>
<td>1110</td>
<td>53800</td>
<td></td>
<td>12,000.00</td>
<td>12,000</td>
</tr>
</tbody>
</table>

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

Contract to Furnish & Deliver Web-to-Print Business Cards. All orders to be placed on an as needed basis according to individual department requirements. Orders to be delivered per contract delivery schedule/requirements.

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

This is the third and final twelve (12) month renewal per low quote Q15-113-GV.

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

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COUNTY OF DU PAGE, ILLINOIS
OPTION TO RENEW CONTRACT

This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois hereinafter called the “County” and CPC LTD, D/B/A Alphagraphics, of 128 N. Main Street, Wheaton, IL 60187, hereinafter called the “Contractor”, witnesseth;

The County and the Contractor have previously entered into a Contract, pursuant to Quote Q15-113 which became effective July 1, 2017, and which will expire June 30, 2018. The contract is subject to a final option to renew for a twelve (12) month period.

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

The contract renewal becomes effective July 1, 2018 and expires June 30, 2019 contingent upon any applicable Parent Committee and County Board approval.

CPC, LTD
D/B/A Alphagraphics

Signature on File

Frank R. Kohout
President

COUNTY OF DU PAGE, ILLINOIS

Signature on File

Glenda Vasak
Buyer II

Packet Pg. 27
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: 
Company Contact: 
Contact Phone: 
Contact Email: 

Bid/Contract/PO #: 

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>CHRISTINE FENNE</td>
<td>630-685-2442</td>
<td>C. <a href="mailto:FENNE@ALPHAGRAPHS.COM">FENNE@ALPHAGRAPHS.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.

Signature on File

Printed Name

Title

Date

5/2/18

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