1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. CHAIRMAN'S REPORT

5. MEMBERS' REMARKS

6. CONSENT AGENDA

   A. Monthly Staff Report

      1. 18-19-2 Monthly Report for December 11 Regular Meeting

   B. Revenue Report 911 Surcharge Funds

      1. 18-19-1 ETSB Revenue Report for December 11 Regular Meeting for Funds 5820/Equalization, 5810/Wireless and 5800/Wireline

   C. Minutes Approval

      1. Emergency Telephone System Board - Regular Meeting - Tuesday September 11th, 2018

      2. Emergency Telephone System Board - Regular Meeting - Tuesday September 25th, 2018

      3. Emergency Telephone System Board - Regular Meeting - Tuesday October 9th, 2018

      4. Emergency Telephone System Board - Regular Meeting - Tuesday November 13th, 2018

7. ACTION ITEMS
A. Payment of Claims

1. 18-19-3 Payment of Claims for December 11, 2018 for FY18 - Total Paylist: $2,913,574.32; Total for 4000-5800 (wireline): $0.00; Total for 4000-5810 (wireless): $2,182,859.38; Total for 4000-5820 (equalization): $730,714.94.

B. Change Orders

1. ETS-CO-0001-19 Resolution Approving Change Order #17 to AT&T Inc. PO 950905/2031-1-1 to combine line items and amend the budget code in the County Finance software for payment of invoices. (Non-Monetary Change Order)

C. Purchase Resolutions

1. ETS-R-0001-19 Awarding Resolution to Dell Marketing LP for a blanket purchase order for the purchase of computer equipment to support small projects (Total Amount: $30,000.00)

2. ETS-R-0002-19 Awarding Resolution to Motorola Solutions, Inc. for a blanket purchase order for replacement parts for radios (Total Amount: $100,000.00)

3. ETS-R-0003-19 Awarding Resolution approving Purchase Order 919109 to Insight Public Sector for a renewal of Invitation to Bid #17-204-BF for mobile laptops for the new CAD system (Non-Monetary)

4. ETS-R-0004-19 Awarding Resolution to Dell Marketing LP PO 919114 for a replacement server for SolarWinds (Total Amount: $12,924.27)

D. Resolutions

1. ETS-R-0005-19 Resolution to adjust the salaries of the Emergency Telephone System Board of DuPage County staff in concurrence with changes as authorized by the DuPage County Board for FY19

8. RAVE MOBILE SAFETY DISCUSSION FOR RENEWAL

9. DUPAGE ETSB 911 SYSTEM DESIGN

10. DUPAGE JUSTICE INFORMATION SYSTEM PROJECT

11. OLD BUSINESS

12. NEW BUSINESS

13. EXECUTIVE SESSION
A. Minutes

B. Security procedures and the use of personnel and equipment; to 5 ILCS 120/2 (C) (8)

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

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

14. MATTERS REFERRED FROM EXECUTIVE SESSION

15. ADJOURNMENT

A. Next Meeting: Tuesday, January 15 at 8:40am in Room 3-500B
Submitted for your consideration is the DuPage ETSB monthly report for activity through November 30, 2018. This report highlights the activities of the DuPage ETSB as achieved by staff, work groups, committees and consultants.

**Administration** – Linda Zerwin

**911 Services Advisory Board (SAB) and 911 Legislation:**
The 911 Services Advisory Board did not meet. There are no additional reports at this time. Staff is working with County Finance to complete the grant funding Periodic Report and other required documents. With the payment of the CPE capital invoice this month, ETSB will be able to submit for the $521,783.16 reimbursement grant within the first quarter of FY19.

All dates are Mondays
December 3 – cancelled
January 7, 2019

**PSAP Consolidation and Funding:**
Total Funds disbursed for consolidation since 2010: $4,768,294.45

<table>
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<tr>
<th>Fiscal Year</th>
<th>Amount</th>
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<td>TOTAL</td>
<td>$4,768,294.45</td>
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Pending: FY19 Consolidation costs for ACDC ($102,471.19) and Bensenville FPD ($200,000 est).

**Executive Session Minutes:**
There are no executive session minutes to review this month.

**Budget**

**Budget Transfers**
At the request of the County Chief Finance Officer, the Executive Director submitted a $1.00 budget transfer to cover a $0.41 discrepancy from 4000-5820-53828/Contingencies to 4000-5820-53030/Legal Services to allow for internal transfers of costs. This is will correct a rounding error in the ERP system for the budget.

**Payment of Claims:**
On the agenda this month is the Payment of Claims as listed below. The Payment of Claims includes Chairman’s authorization letter, Detail listing of obligations vs. budget, DuPage County Auditor’s letter and Bank Account Payment History Report for Internal and External Payments for FY18.
Bills List FY18
External Payments
Total for all invoices for three accounts in total amount of $2,913,574.32
Total for Fund 5800: $ 0.00
Total for Fund 5810: $ 2,182,859.38
Total for Fund 5820: $ 730,714.94

Change Orders:
There is one requested change order on the agenda this month.

AT&T Inc. PO 950905/2031-1: Change Order #17 is to combine line items and amend a budget code in the County Finance ERP software to allow for payment and accounting of contractual obligations. PO 2031-1 for Customer Premise Equipment (CPE) is currently itemized in the ERP system per feature or service, but this change will allow one line item for capital, one for network, and one for support/maintenance. This will also move the costs for support from 5820-53370 Repair and Maintenance Other Equipment to 5820-53807 Software Maintenance Agreements. This is a non-monetary change order.

Revenue and Expenditures
Revenue: Wireline, Wireless and Equalization Revenue Reports are on the consent agenda.

The tentative amounts for NetRMS reimbursement are shown below. A final adjustment in agency participants will be made before invoicing in April of 2019. All other reimbursements for this system are up to date.

<table>
<thead>
<tr>
<th>Agency</th>
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<td>FY18 Motorola</td>
<td>FY19 CDW-G</td>
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<td>$152.01</td>
<td>$121.81</td>
<td>$224.07</td>
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**Procurement/Major Contracts**

**Open Purchase Order Utilization:**

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<th>Remaining Balance</th>
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<tr>
<td>FY19 Motorola</td>
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<td>$</td>
<td>$100,000.00</td>
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</tbody>
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Purchase Requests:
Duke ETSB is required to give Rave Mobile Safety 90 day notice if the Board does not wish to continue the Smart911 contract. The December meeting will have a discussion item in order for staff to seek direction from the Board on the renewal of this service.

On this agenda are four (4) purchase requests for Board consideration.

Dell Marketing, LP: Purchase Order 919103 is requested for a one (1) year blanket PO which will allow staff to purchase computer equipment to support small project initiatives and to replace failed or end of life equipment. Total cost: $30,000.00.

Motorola Solutions, Inc.: Purchase Order 919104 is requested for a one (1) year blanket PO which will allow ETSB to purchase replacement parts for the DEDIRS radio system and portables that are not covered by contract. Total cost: $100,000.00.

Insight Public Sector, Inc.: Purchase Order 919109 is requested as a renewal per lowest responsible bid #17-204-BF. Renewing this contract allows ETSB agencies to purchase the identified devices at a locked in, discounted rate for the next year. ETSB had previously purchased the original devices from the bid and is not currently purchasing any new.

Dell Marketing, LP: Purchase Order 919114 is requested for a replacement server for SolarWinds software. The current server has reached its end of life and is due to be replaced. SolarWinds is a monitoring software used for Computer Aided Dispatch (CAD), NetMotion and other 9-1-1 systems. Total cost of the purchase: $12,924.27.

9-1-1 Core System Management – Matthew Theusch
Jerry Furmanski/Network, Kris Cieplinski/CAD, Mike DiGiannantonio/GIS

Fire Station Alerting System (FSAS):
The Purvis installer has completed the installation of the FDACDC1 communities and is finishing up installing equipment at the FDACDC2 fire houses. The installer is moving into the DU-COMM communities this month. This task remains ahead of schedule.

Hexagon has delivered the FSA interface software for the CAD system. Purvis will test the software at their lab in Rhode Island once the FSA Team Leader Group provides the baseline configuration.

The FSA Team Leader Group meets every other week to review the project status and discuss configuration options. The makeup of this group is designed for two members from each fire talk group from both ACDC and DU-COMM. Currently the DU-COMM fire standardization committee is participating in its entirety. The group is currently working through the default voice announcement configuration in preparation for testing, which is expected to take place in January or February next year.

Customer Premise Equipment (CPE):
The CPE has been successfully deployed at all three PSAPs. The only remaining issue is the blue dot mapping and DuPage ETSB is participating in beta testing the correction for this national issue. AT&T, and their partner vendors, deployed a patch that failed the initial beta testing conducted at DU-COMM. The patch is back in their lab. All other major punch list items have been resolved.
The next step for CPE is two software version upgrades, Vesta and Avaya. The deployment plan is being developed, with an estimated completion date in the first quarter of next year.

**9-1-1Net and 9-1-1 Data:**
This month you will receive a year to date report and the report for the previous month stats. These reports are generated from the internal analytics of the new CPE system. For 2019 there should be a full year of correct data.

Staff is still working to correct the 9-1-1Net data provided by West/Intrado for AT&T. There are still two items to correct before the data can be considered useable.

**Network:**
The managed internet interface has been disconnected and all traffic now goes through the Comcast connection. The EDI circuit move from 600 Wall to 420 has been scheduled for January. Once completed, all circuits will be at their permanent location.

The Training Room A has been relocated from 421 County Farm to 600 Wall. This frees up space for county use. This also allows the system to work on the Comcast network and will give our technicians and users a better idea of the efficiencies of the new network as we add systems.

**NetMotion:**
No major changes. Once the Comcast circuit has been moved, ETSB will setup system redundancy.

**Records Management System (NetRMS):**
The RMS Manager continues to provide NetRMS support and general NetRMS maintenance. ETSB Staff continue to assist, as needed. The new email for support tickets is rmssupport@dupageco.org. Users will continue to use the same phone number for emergency situations.

<table>
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<tr>
<th>NetRMS Service Requests</th>
<th>November</th>
<th>October</th>
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</thead>
<tbody>
<tr>
<td>Number of New Tickets</td>
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<td>25</td>
</tr>
<tr>
<td>Number of Closed Tickets</td>
<td>22</td>
<td>21</td>
</tr>
<tr>
<td>Number of Open Tickets</td>
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<td>5</td>
</tr>
<tr>
<td>Average Age of Open Tickets</td>
<td>4 days</td>
<td>3 days</td>
</tr>
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</table>

**DuJIS PRMS:**
The RMS Manager’s monthly report is included at the end of this document.

**DuJIS CAD:**
The CAD Administrator focused the month of December on configurating and finalizing several CAD interfaces. He worked with DECCAN to configure a new LiveMUM server with data and set up the interface on CAD. The CAD administrator also worked with RAVE to finalize the Smart911 interface. He anticipates it will be complete by the end of the year. AT&T, Hexagon, and PSAP and ETSB staff have been working to complete the TDD interface and anticipates it will be completed in December. Finally, the training room equipment was relocated to 600 Wall St. Later this month, staff will begin prepping the room for the train the trainer courses starting in January.
DuJIS Geographic Information Systems Data:
The GIS Team is continuing to update the Hexagon CAD map and develop it to be the same across all public safety systems including the CPE Vesta Map. This is being done so all users will use a seamless map that is consistent anywhere it is being used.

The GIS Team continues to document any feedback and enhancements to the Hexagon GIS data and map. These are taken under advisement and a priority is set on which changes take precedence.

The current Motorola CAD system continues to be maintained with any address and street updates that get submitted through our ticketing system. These tickets are received and submitted from the PSAPs. Along with these tickets, annexations received from villages in the county are updated or changed in the GIS system. This basic maintenance is being done to keep the current Motorola CAD system updated throughout the new Hexagon CAD system implementation.

The Vesta phone (CPE) map is being updated on a continual basis in line with the current Motorola CAD system.

DuPage Interoperable Emergency Dispatch Radio System (DEDIRS)

DEDIRS Maintainer:
The monthly DEDIRS maintainer report is included at the end of this document.

Policy Advisory Committee (PAC):
The PAC meeting for Wednesday, December 5 was cancelled.
<table>
<thead>
<tr>
<th>Incident Number</th>
<th>INC Status</th>
<th>Priority</th>
<th>Site Group</th>
<th>Site ID</th>
<th>Site</th>
<th>INC Create Date</th>
<th>Case Notes</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>INC000001444751</td>
<td>Closed</td>
<td>LOW</td>
<td></td>
<td></td>
<td>ACDC</td>
<td>11/2/2018 0:00</td>
<td>Customer Rebooted and solved the problem. Jon Arnold, FSO, advised that next occurrence to not reboot so he can capture logs.</td>
<td>Pos ADB stopped recording on the playback/IRR.</td>
</tr>
<tr>
<td>INC000001452968</td>
<td>Resolved</td>
<td>High</td>
<td>Du-Comm Disp Center</td>
<td>S201401048</td>
<td></td>
<td>11/7/2018</td>
<td>DOWN, CCGW-2C Connection Lost. No Activity from Site 2005, Control Path 1</td>
<td>CCGW 2 DOWN, CCGW-2C Connection Lost. No Activity from Site 2005, Control Path 1 (Site Link Work)</td>
</tr>
<tr>
<td>INC000001453662</td>
<td>Resolved</td>
<td>Low</td>
<td>Du-Comm Disp Center</td>
<td>S201401048</td>
<td></td>
<td>11/7/2018</td>
<td>Summary: DOWN, SERVER TIMEOUT</td>
<td>S201401D48:OP 11 DOWN, SERVER TIMEOUT (Site Link Work)</td>
</tr>
<tr>
<td>INC000001457983</td>
<td>In Progress</td>
<td>Low</td>
<td>Du-Comm Disp Center</td>
<td>S201401048</td>
<td></td>
<td>11/12/2018</td>
<td>Audio is not playable on the DU-COMM logger with the red X’s but the ACDC logger at the same time plays fine. Also note the ACDC logger duration is in tenth of a second, why the difference between the loggers?</td>
<td>Dupage Cnty - Starcom Z1 - NICE recording issue</td>
</tr>
<tr>
<td>INC000001467578</td>
<td>Pending</td>
<td>Low</td>
<td>Du-Comm Disp Center</td>
<td>S201401048</td>
<td></td>
<td>11/14/2018</td>
<td>Op14 Reset</td>
<td>S201401D48:OP 14 DOWN, RESET</td>
</tr>
<tr>
<td>INC000001470193</td>
<td>Pending</td>
<td>Low</td>
<td>Du-Comm Disp Center</td>
<td>S201401048</td>
<td></td>
<td>11/15/2018</td>
<td>Op 14 Reset</td>
<td>S201401D48:OP 14 UNCONFIGURED, RESET</td>
</tr>
<tr>
<td>INC000001471022</td>
<td>Closed</td>
<td>High</td>
<td>DUPAGE CTY SHERIFF CSP, CTR</td>
<td>S201401019</td>
<td></td>
<td>11/15/2018 16:11</td>
<td>FSO modified the elite config files at site</td>
<td>Removing of the Conventional Resources at Old DuComm to B-Building Caused Red X’s of the resources at DuPage Sheriff. FSO added new resources to Elite Admin to restore.</td>
</tr>
<tr>
<td>INC000001471810</td>
<td>Closed</td>
<td>Low</td>
<td>Addison Consolidated</td>
<td>S201401047</td>
<td></td>
<td>11/16/2018</td>
<td>Andy Graywacz/FSO/708-548-3609 called and stated the issue was called by channel problems last night which prevented the consoles from accessing system. System has been stable since last night and no other issues have been reported. Marilu Hernandez/cust ok ‘d closure per Andy G/fso. Closing case.</td>
<td>Issue on the mcc7500 where they were getting out of range alarms. There was no loss in communications just the alarm.</td>
</tr>
<tr>
<td>INC000001473149</td>
<td>Resolved</td>
<td>High</td>
<td>Addison Consolidated</td>
<td>S201401047</td>
<td></td>
<td>11/17/2018 16:24</td>
<td>Radios recovered after the power outage</td>
<td>Power Failure at Addison, Radios Slow to recover but came back online.</td>
</tr>
<tr>
<td>INC000001477974</td>
<td>Pending</td>
<td>Low</td>
<td>Addison Consolidated Disp Cntr - Starcom Z1</td>
<td>S201401047</td>
<td></td>
<td>11/19/2018 14:49</td>
<td>Fiber work outper completed.</td>
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<tr>
<td>INC000001487974</td>
<td>Closed</td>
<td>Low</td>
<td>Addison Consolidated Disp Cntr - Starcom Z1</td>
<td>S201401047</td>
<td></td>
<td>11/12/2018</td>
<td>Alarm Cleared within the same second that it went down, at 22:34 CDT. Resolving Incident.</td>
<td>CCGW2 Lost Connection to Zone Controller, Recovered after 1 sec., Monitored and Cleared</td>
</tr>
<tr>
<td>INC000001484046</td>
<td>Resolved</td>
<td>High</td>
<td>Du-Comm Disp Center - Dupage Ctrty - Starcom Z1</td>
<td>S201401048</td>
<td></td>
<td>11/15/2018</td>
<td>Power Redundancy event had one occurrence , no further action needed.</td>
<td>Summary: Power Redundancy Lost (6032). The Power Supplies are no longer redundant on Chassis 1.</td>
</tr>
<tr>
<td>INC000001486531</td>
<td>Resolved</td>
<td>Low</td>
<td>Du-CommDisp Center - Dupage Ctrty - Starcom Z1</td>
<td>S201401048</td>
<td></td>
<td>11/27/2018</td>
<td>FSO dispatched 12/4 and found that UPS back up was tested on this date and in prior, similar case of power supply failover</td>
<td>S201401D48:UP 2:Power Supply AC Power Loss (6069) Serial Num SDMVV0CD42967</td>
</tr>
<tr>
<td>INC000001488513</td>
<td>Closed</td>
<td>Low</td>
<td>Du-CommDisp Center - Dupage Ctrty - Starcom Z1</td>
<td>S201401048</td>
<td></td>
<td>11/28/2018</td>
<td>FSO dispatched 12/4 and found that UPS back up was tested on this date and in prior, similar case of power supply failover</td>
<td>S201401D48:UP 2:Power Supply AC Power Loss (6069) Serial Num SDMVV0CD42967</td>
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<td>Month</td>
<td>Total Number of Smart911 Accounts Created</td>
<td>Total Number of Individuals within those Accounts (Average 2.35 per profile)</td>
<td>Profile Increase</td>
<td>% of Population</td>
<td>Number of Profile Pops</td>
<td>Number of Chat Sessions</td>
<td>Number of Notes</td>
<td>New Facility Profiles Created</td>
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<td>January</td>
<td>15,454</td>
<td>36,317</td>
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<tr>
<td>February</td>
<td>15,545</td>
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<td>4.77%</td>
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<td>March</td>
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<td>April</td>
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<td>37,626</td>
<td>118</td>
<td>4.92%</td>
<td>185</td>
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<tr>
<td>May</td>
<td>16,062</td>
<td>37,746</td>
<td>51</td>
<td>4.93%</td>
<td>519</td>
<td>10</td>
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<td>June</td>
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<td>756</td>
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### Summary Information

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<th>Site</th>
<th>Total Calls</th>
<th>Call Category</th>
<th>Call Service (Emergency Incoming)</th>
<th>Outgoing (Emergency, Non-Emergency, Other)</th>
<th>Abandoned (Emergency)</th>
<th>Avg Wait (Emergency Incoming)</th>
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<tr>
<td></td>
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<td>Non-Emergency</td>
<td>Other</td>
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<td>Call Category</td>
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<td>Total</td>
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<td>133,553</td>
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<td>13,604</td>
<td>1,765</td>
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</tr>
<tr>
<td></td>
<td>Total</td>
<td>1,461,743</td>
<td>395,796</td>
<td>1,065,947</td>
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<td>68,760</td>
</tr>
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</table>

**Creation Date:** 12/05/2018 08:24:31 AM
**Grouping:** Site & Call Origin

**Date Range:** 01/01/2018 12:00:00 AM - 12/05/2018 08:24:31 AM
**Filter Criteria:** Site.Site Name NOT LIKE %default%

**Detail Information**

**Site Call Origin Total Calls**

**Call Category**
- Emergency
- Non-Emergency
- Other

**Call Service (Emergency Incoming)**
- Wire-Line
- Wireless
- VoIP
- SMS
- Unknown

**Outgoing (Emergency, Non-Emergency, Other)**

**Abandoned**

**Avg Wait (Emergency Incoming)**

**Monthly ETSB PSAP Call Count**

For (Call Origin)

**Attachment:** December 2018 Meeting Monthly Report (18-19-2 : Monthly Report for December 11 Regular...
### Monthly ETSB PSAP Transfer Count

**For (Call Origin)**

**Creation Date:** 12/05/2018 08:27:35 AM

**Grouping:** Site & Call Origin

**Date Range:** 01/01/2018 12:00:00 AM - 12/05/2018 08:27:35 AM

Filter Criteria: Call Classifications.Call Category = Emergency

AND First Occurrence of Xfer/Conf Target.Xfer/Conf Target Dial Action <> None/Empty

---

**Summary Information**

<table>
<thead>
<tr>
<th>Site</th>
<th>Total Calls</th>
<th>Call Category</th>
<th>Call Service (Emergency Incoming)</th>
<th>Outgoing (Emergency, Non-Emergency, Other)</th>
<th>Abandoned (Emergency)</th>
<th>Avg Wait (Emergency Incoming)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Emergency</td>
<td>Non-Emergency</td>
<td>Wire-Line</td>
<td>Wireless</td>
<td>VolP</td>
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<td>ACDC</td>
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**Report Version:** 3.0.5.0

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Packet Pg. 14
## Monthly ETSB PSAP Transfer Count

For (Call Origin)

**Creation Date:** 12/05/2018 08:27:35 AM

**Grouping:** Site & Call Origin

**Date Range:** 01/01/2018 12:00:00 AM - 12/05/2018 08:27:35 AM

**Filter Criteria:** Call Classifications.Call Category = Emergency

AND First Occurrence of Xfer/Conf Target.Xfer/Conf Target Dial Action <> None/Empty

### Detail Information

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<th>Outgoing (Emergency, Non-Emergency, Other)</th>
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<th>Avg Wait (Emergency Incoming)</th>
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<tr>
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<td>Emergency</td>
<td>Non-Emergency</td>
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<td>Wireless</td>
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<td>DU-COMM</td>
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**Report Version:** 3.0.5.0
### Summary Information

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**Report Version:** 3.0.5.0
## Monthly ETSB PSAP Call Count

**For (Call Origin)**

**Creation Date:** 12/05/2018 08:22:48 AM  
**Grouping:** Site & Call Origin

**Date Range:** 11/01/2018 12:00:00 AM - 11/30/2018 11:59:59 PM  
**Filter Criteria:** Site.Site Name NOT LIKE %default%

### Detail Information

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<td>Total</td>
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<td>35,718</td>
<td>92,450</td>
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<td>26,303</td>
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</table>

**Report Version:** 3.0.5.0
### Summary Information

<table>
<thead>
<tr>
<th>Site</th>
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<th>Call Category</th>
<th>Call Service (Emergency Incoming)</th>
<th>Outgoing (Emergency, Non-Emergency, Other)</th>
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## Monthly ETSB PSAP Transfer Count

### For (Call Origin)

**Creation Date:** 12/05/2018 08:26:41 AM  
**Grouping:** Site & Call Origin

**Date Range:** 11/01/2018 12:00:00 AM - 11/30/2018 11:59:59 PM  
**Filter Criteria:** Call Classifications.Call Category = Emergency  
AND First Occurrence of Xfer/Conf Target.Xfer/Conf Target Dial Action <> None/Empty

---

### Detail Information

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<thead>
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<th>Site</th>
<th>Call Origin</th>
<th>Total Calls</th>
<th>Call Category</th>
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Report Version: 3.0.5.0
## CUSTOMER REPORT

**FOR DuPage County ETSB**

11/28/18 SUBMITTED BY LINDSAY PALUCH

### MAINTENANCE

2 Maintenance were performed between 11/1/18 through 11/28/18

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<th>End Time</th>
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### SERVICE ASSURANCE

1 Trouble Tickets was opened between 11/1/18 through 11/28/18

<table>
<thead>
<tr>
<th>Ticket ID</th>
<th>Queue Name</th>
<th>Problem Summary</th>
<th>Cause Description</th>
<th>Solution Description</th>
<th>Actual Start</th>
<th>Actual End</th>
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TO: PRMS Oversight Committee and ETS Board
FROM: David Jordan, RMS Manager
DATE: December 4, 2018
RE: DuJIS RMS Monthly Update – November Update

The next PRMS Oversight Committee meeting is on Tuesday, February 19, 2019, at 2:00 pm. The meeting location is Conference Room 3-500B, 421 N. County Farm Road, Wheaton, IL 60187.

Milestone Status:

Hexagon has completed the first three milestones. The remaining three milestones are scheduled to be completed by the middle of December. Hexagon has made significant progress on the remaining milestones.

- **FBR Issue Resolution:**
  - Desired Outcome: All FBR forms are complete and have been informally tested by DuPage.
  - Status: Hexagon has completed requested changes and provided documentation to DuPage. DuPage has begun informally testing the forms.

- **WebRMS Priority 2(P2) Service Requests(SR) Resolution:**
  - Desired Outcome: Significant progress made in the resolution of P2 SRs, and the general review process has improved.
  - Status: Hexagon has greatly reduced the number of open P2 SRs, and has been meeting weekly with DuPage to address the remaining SRs.

- **Hexagon Loads Codes:**
  - Desired Outcome: All codes that have been finalized by DuPage are loaded into the WebRMS application
  - Status: Hexagon staff was scheduled to be on-site for part of this task, however, due to bad weather, they were not able to be on-site. Hexagon has delivered documentation listing all of the data fields that need code values. DuPage has begun reviewing and collecting the necessary codes to return to Hexagon.

- **Completed -DuPage FBR Form Review:** The forms are in acceptable form. The County is reviewing the finalized forms.

- **Completed - DuPage Review of the Configuration Control Documentation:** The CCD has been vetted and jointly agreed upon by both Hexagon and the County.

- **Completed - UCR and NIBR Report Testing:** Hexagon was able to install and demonstrate the UCR Reporting tool. Testing is scheduled to be completed mid-December

At this time, it is anticipated that all milestone will be met. If Hexagon fails to meet any of the remaining milestones the PRMS Oversight Committee and ETSB will be notified immediately.
CAD/RMS Replacement Project

The month of November was primarily spent on refinement of the FBR forms, interface review and testing, and continued development of RMS test plans. In regard to the FBR forms, Hexagon continued the previous month’s work in configuring unique report forms and has provided a final draft of each form (see Milestone #1 below). Additionally, Hexagon further assisted DuPage in development of the test plans which are to be used in January’s FAT testing period. DuPage continues to work on the test plans, with the goal of completion by mid-December.

Interfaces on both the CAD and RMS continue to go through development and testing. Each of these interfaces is on a relatively independent track due to the nature of coordination with third parties outside of DuPage and Hexagon.

Based on our September meeting with the PRMS Oversight Committee, Hexagon and the Project Team identified two critical milestone periods in November and December. The November milestones were met. In regard to the December milestones, there were three identified:

1. **FBR Issue Resolution**
   - **Success Criteria:** All forms are complete and have been informally tested by DuPage (anticipate formal testing during FAT).
   - **Status Update:** Hexagon has gone through the punch list of remaining items and submitted them to DuPage. They are currently under review. We consider Hexagon as meeting this milestone, provided that the review confirms Hexagon has adequately completed the tasks noted in the punch list.

2. **WebRMS P2 SR Resolution**
   - **Success Criteria:** Significant progress has been made in elimination of P2 errors and general review process has improved.
   - **Status Update:** While SRs remain, significant progress has been made in reducing the number and developing resolutions. We consider this milestone met.
3. Hexagon Loads Codes

- **Success Criteria**: All codes have been finalized and loaded into the WebRMS application.
- **Status Update**: Hexagon is scheduled to load codes the week of December 17th. Hexagon was due to come on site at the end of November to review the Code Table report; however, due to inclement weather, they were unable to complete the task. It has not been re-scheduled at this time as the resource is out of the country. Over the next two weeks, the DuPage RMS team will be reviewing the codes and providing formal responses to Hexagon. Until the responses are provided by DuPage and subsequently uploaded by Hexagon, this milestone is open.

At the time of this writing, the project remains on schedule. The remaining few weeks of December will rely upon significant work by the RMS team to complete remaining tasks (particularly as they pertain to the development of test plans, code table review, and interface review and development). Additional resources have been made available to the RMS team to assist in the final push prior to the end of the month.

In January, the RMS responsibilities fall more on the shoulders of Hexagon as they will be responsible for providing internal testing (FAT Testing). It is critical that the remaining DuPage tasks are completed so that the project can remain on schedule.
## November Monthly Report

### Project Overview

<table>
<thead>
<tr>
<th>Budget</th>
<th>Schedule</th>
<th>Scope</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>On target</td>
<td>On target</td>
<td>On target</td>
<td>Poor</td>
</tr>
<tr>
<td>Below target</td>
<td>Behind</td>
<td>Behind</td>
<td>Average</td>
</tr>
<tr>
<td>Above target</td>
<td>Ahead</td>
<td>Ahead</td>
<td>Good</td>
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</table>

**Budget**
- On target
- Below target
- Above target

**Schedule**
- On target
- Behind
- Ahead

**Scope**
- On target
- Behind
- Ahead

**Resources**
- Poor
- Average
- Good

### Project Performance - Period ending November 30, 2018

Yellow

Schedule has been aligned. The MS Project plan is available for visibility in real time via Hexagon Box in two formats .MPP & .PDF. A significant number of DuPage tasks are behind schedule. Many of these are WebRMS & Interface Testing. A path forward meeting has been scheduled for 12/4/2018. This meeting will include executive sponsors on all sides. Scope is behind due to the items still being completed at risk by Hexagon from the Amendment which has not been finalized/signed.

### Project Activities

**Objectives Completed This Period (All Numbers are utilizing the DuPage Schedule DUPG2 Schedule)**

2. DuPage Test the Fire MPS Display Resolution (7)
3. CAD/MPS SR Resolution Nov 18 (10)
4. DuPage FBR Custom Form Review (39)
5. PDF Completion after customer review (39)
6. Form Testing and Pre-SAT1 Issue Resolution (41)
7. FBR Punch List Items (42)
8. FBR Issue Resolution (43) - Dec Milestone for Hexagon
9. DuPage review of CCD onsite (49)
10. Assist DuPage in creating additional Test Cases - Onsite (51)
11. Configuration Deep Dive with Tech Lead (55)
12. Joint Review of Code Table (76)
13. Hexagon Final Module Configuration (Alarm, Inmate, Fixed Asset, & Evidence) (78)
14. Hexagon Documentation of Custom Fields in WebRMS (79)
15. DuPage to determine implementation strategy for I/Telephone Device for the Deaf (89)
16. DuPage to provide Hexagon with Zetron Device or ANI/ALI Feed (90)
17. DuPage review of CCD onsite (91)
18. DuPage review and approve Informer to OffenderWatch (111)
19. CADLink to ID Network Interface - Implementation Only - CO Required (121)
20. Hexagon create ICD for Motorola OffenderTrack ICD (137)
21. DuPage review and approve Motorola OffenderTrack ICD (138)
22. DuPage tests LEADER interface (160)
23. Hexagon Leader Interface SR Resolution (161)
24. November FAT Pre-Readiness Review (195)
25. Edge Frontier Hot Failover Backup Installed (197)
26. Prepare for WebRMS Reports and Deployment Training (247)

**Objectives NOT Completed This Period**

2. DuPage Test the Fire MPS Display Resolution (7)
3. CAD/MPS SR Resolution Nov 18 (10)
4. DuPage FBR Custom Form Review (39)
5. PDF Completion after customer review (39)
6. Form Testing and Pre-SAT1 Issue Resolution (41)
7. FBR Punch List Items (42)
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25. Edge Frontier Hot Failover Backup Installed (197)
26. Prepare for WebRMS Reports and Deployment Training (247)
Objectives for Next Period (All Numbers are utilizing the DuPage Schedule DUPG2 Schedule)

1. All previous non-completed task unless otherwise stated.
2. CAD SR Resolution Dec 18 (11)
3. MPS SR Resolution Dec 18 (12)
4. COTS Interfaces SR Resolution Dec 18 (18)
5. IUCR/NIBRS Testing (60)
6. WebRMS P2 SR Resolution (64) Dec Milestone for Hexagon
7. DuPage review of Code Table Review Report (74)
8. Load WebRMS 1811 onto DuPage System (80)
9. DuPage to test I/Telephone Device for the Deaf (94)
10. DuPage to provide Live MUM Server (96)
11. DuPage to test Live MUM Interface (97)
12. Hexagon develops SIS Alarm Interface ICD - CO Required (113)
13. DuPage Reviews SIS Alarm Interface ICD - CO Required (114)
14. Informer XML Parsing for FBR (Clipboard-CO) (123)
15. DuPage to test Purvis CAD EF Interface (130)
16. Motorola Offender Track Development (141)
17. Hexagon Tests Motorola OffenderTrack (147)
18. DuPage Tests LiveScan MorphoTrack (155)
19. Hexagon Tests LiveScan Cogent (157)
20. DuPage Tests LiveScan Cogent (158)
21. Apply 1811 patch to RMS Servers #1 & #2 (174)
22. Create Remaining RMS App Servers #3 - #10 (175)
23. Modify RMS Server Configuration #3 - #10 (176)
24. Apply 1811 patch to RMS Servers #3 - #10 (177)
25. Apply 1811 patch to FBR Servers 1 & 2 (178)
26. Create Remaining FBR App Servers #3 - #6 (179)
27. Modify FBR Server Configuration #3 - #6 (180)
28. Apply 1811 patch to FBR Servers #3 - #6 (181)
29. Update SQL to SQL 2016 on 4 RMS DB Servers (182)
30. Hexagon Internal Failover test (186)
31. Train and explain the Failover process to DuPage (187)
32. 33. Script Network Load Balancing (NLB) Failover Process (188)
33. FAT Readiness Review (Hexagon Internal) [Verify the Products are ready and complete] (198)
34. Conduct WebRMS Reports and Deployment Training (IPST3504) - Travel To (248)
35. Conduct WebRMS Reports and Deployment Training (IPST3504) (249)
36. DuPage to decide to proceed or not for CAD OffenderWatch (108)
37. DuPage review and accept ID Network Interface ICD - CO required (116)
38. Purvis CAD EF Interface (Implementation only) (75% Complete) (119)
39. Astro25 (Motorola GPS) CAD EF Interface - Implementation (75% complete) (122)
40. DuPage tests CADLink to ID Network Interface - CO Required (132)
41. DuPage to test State Attorney's Office Interface - Court Case Prep (163)
42. Hexagon Tests LiveScan iTouch (95% Complete) (164)
43. DuPage Tests DUCS - Court Case Import (166)
44. DuPage Tests DUCS - Incident Export (167)
45. DuPage Tests DUCS - Statute Code Import (168)
46. DuPage Tests DUCS - Request to Court Case Updates (169)
47. Final Review of Test Plans and Test Cases and 2nd Code Table Review (196)
48. DuPage Finalizing Test Plans and Test Cases (No task # for DuPage on this task, Hexagon does not track DuPage internal progress)
49. DuPage UICR Testing (No task # for DuPage on this task, Hexagon does not track DuPage internal progress) Task was told would be complete to
50. DuPage requires Watch Systems to finalize API (109) Not finished from previous month.
51. DuPage retest LEADER Interface after SR Resolution (162)
52. DuPage to test State Attorney's Office Interface - Court Case Prep (163)
53. Hexagon Tests LiveScan iTouch (95% Complete) (164)
54. DuPage Tests LiveScan Morpho Trust {95% complete} (151)
55. DuPage Tests LiveScan Morpho Trust (152)
56. Hexagon Tests LiveScan MorphoTrack (95% complete)(154)
57. DuPage to provide testing materials for LiveScan Cogent (156)
58. DuPage restet LEADER Interface after SR Resolution (162)
59. DuPage to test State Attorney's Office Interface - Court Case Prep (163)
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71. DuPage Tests DUCS - Incident Export (167)
72. DuPage Tests DUCS - Statute Code Import (168)
73. DuPage Tests DUCS - Request to Court Case Updates (169)
74. Final Review of Test Plans and Test Cases and 2nd Code Table Review (196)
75. DuPage Finalizing Test Plans and Test Cases (No task # for DuPage on this task, Hexagon does not track DuPage internal progress)
76. DuPage IUCR Testing (No task # for DuPage on this task, Hexagon does not track DuPage internal progress) Task was told would be complete to
77. DuPage requires Watch Systems to finalize API (109) Not finished from previous month.
78. Hexagon Tests LiveScan Morpho Trust {95% complete} (151)
79. DuPage Tests LiveScan Morpho Trust (152)
80. Hexagon Tests LiveScan MorphoTrack (95% complete)(154)
81. DuPage to provide testing materials for LiveScan Cogent (156)
82. DuPage restet LEADER Interface after SR Resolution (162)
83. DuPage to test State Attorney's Office Interface - Court Case Prep (163)
84. Hexagon Tests LiveScan iTouch (95% Complete) (164)
85. DuPage Tests DUCS - Court Case Import (166)
86. DuPage Tests DUCS - Incident Export (167)
87. DuPage Tests DUCS - Statute Code Import (168)
88. DuPage Tests DUCS - Request to Court Case Updates (169)
89. Final Review of Test Plans and Test Cases and 2nd Code Table Review (196)
90. DuPage Finalizing Test Plans and Test Cases (No task # for DuPage on this task, Hexagon does not track DuPage internal progress)
91. DuPage IUCR Testing (No task # for DuPage on this task, Hexagon does not track DuPage internal progress) Task was told would be complete to
92. DuPage requires Watch Systems to finalize API (109) Not finished from previous month.
38. Conduct WebRMS Reports and Deployment Training (IPST3504) - Follow Up (250)
39. Conduct WebRMS Reports and Deployment Training (IPST3504) - Travel From (251)
40. Custom Data Sheet Development by DuPage (252)
41. Custom Output Report Development by DuPage (253)
42. EdgeFrontier Developer Training - Travel (374)
43. EdgeFrontier Developer Training Refresher Class (375)
44. CAD Data Conversion (381)

Change Orders

<table>
<thead>
<tr>
<th>Change Order #</th>
<th>Date</th>
<th>Status</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>#2 rev. 1</td>
<td>1/30/17</td>
<td>Complete - 03/14/2017</td>
<td>Visual Studio 2012 change to 2015 version &amp; VMWare</td>
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<tr>
<td>#3</td>
<td>5/26/17</td>
<td>Complete - 10/13/2017</td>
<td>Rename of custom interface, APS Virtual Partner to LEADER,</td>
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<tr>
<td>#4</td>
<td>11/27/17</td>
<td>Complete - 12/13/2017</td>
<td>Add Addison hardware move.</td>
</tr>
<tr>
<td>#5</td>
<td></td>
<td>Awaiting Management Decision</td>
<td>WebRMS methodology change, milestone realignment,</td>
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New Project Issues

<table>
<thead>
<tr>
<th>Milestones will need to be relooked and scheduled</th>
<th>Actions / Comments</th>
<th>Owner</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>This will be discussed at the Executive Level and the Hexagon Team will make documentation changes once finalized.</td>
<td>Hexagon Executive Team and DuPage Executive Team</td>
<td>TBD</td>
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Milestones / Deliverables

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<thead>
<tr>
<th>Milestone</th>
<th>Baseline Date</th>
<th>New Date</th>
<th>Comment</th>
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<tbody>
<tr>
<td>1 - Project Kickoff Meeting</td>
<td>Aug/16</td>
<td>Aug/16</td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>2 - Server HW order</td>
<td>Aug/16</td>
<td>Aug/16</td>
<td>Completed and acceptance form delivered, payment received</td>
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<tr>
<td>3 - Installation of base COTS I/CAD software in first environment</td>
<td>Nov/16</td>
<td>Dec/16</td>
<td>Completed and acceptance form delivered, payment received</td>
</tr>
<tr>
<td>4 - Installation of base COTS WebRMS SW in first environment</td>
<td>Nov/16</td>
<td>Dec/16</td>
<td>Completed and acceptance form delivered, payment received</td>
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<tr>
<td>5 - I/CAD Essentials for Core Team (IPST 2001)</td>
<td>Jan/17</td>
<td></td>
<td>Completed and acceptance form delivered, payment received</td>
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<tr>
<td>6 - WebRMS and FBR System Overview Training</td>
<td>Jan/17</td>
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<td>Completed and acceptance form delivered, payment received</td>
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<tr>
<td>7 - CAD System Configure 3</td>
<td>Jul/17</td>
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<td>Completed and acceptance form delivered, payment received</td>
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<tr>
<td>8 - WebRMS Configuration Workshop 3</td>
<td>Apr/17</td>
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<td>Completed and acceptance form delivered, payment received</td>
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<tr>
<td>9 - Mobile for Public Safety Configuration Workshop 3 for Law</td>
<td>Aug/17</td>
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<td>10 - WebRMS Configuration Workshop 5</td>
<td>Jun/17</td>
<td>Nov/17</td>
<td>Task realignment necessary. (CO #5)</td>
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<td>11 - Map Roll Consulting for I/CAD Systems (IPST8004)</td>
<td>Aug/17</td>
<td>Nov/17</td>
<td>Completed and acceptance form delivered, payment received</td>
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<tr>
<td>12 - CAD, MPS and CAD Integration Testing</td>
<td>Nov/17</td>
<td>Dec/17</td>
<td>Completed and acceptance form delivered</td>
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<tr>
<td>13 - WebRMS, FBR and WebRMS Integration Testing</td>
<td>Sep/18</td>
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<td>Task realignment necessary. (CO #5)</td>
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<td>14 - RMS Train-the-Trainer Training</td>
<td>Oct/18</td>
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<tr>
<td>15 - CAD Train-the-Trainer Training</td>
<td>Dec/18</td>
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<td></td>
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<td>16 - Cutover of WebRMS and FBR Subsystems to Production Use at</td>
<td>Feb/19</td>
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<td></td>
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<tr>
<td>17 - Cutover of I/CAD and MPS Subsystems to Production Use at the</td>
<td>Feb/19</td>
<td></td>
<td></td>
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<tr>
<td>18 - Acceptance of 30 day Reliability Period for CAD</td>
<td>Mar/18</td>
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<tr>
<td>19 - 30 day Reliability Period for WebRMS</td>
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<tr>
<td>20 - Cutover of Firehouse Interface in First Additional Agency</td>
<td>Mar/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21 - Cutover of Smart911 in First Additional Agency</td>
<td>Mar/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22 - Cutover of BEAST Interface in First Additional Agency</td>
<td>Mar/18</td>
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<tr>
<td>23 - Cutover of LiveScan Interface in First Additional Agency</td>
<td>Mar/18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Notes
1. The Amendment is being pulled back to add the 4 other interfaces. Then it will be resubmitted for DuPage review. Milestones will be redone.
2. Joint Review of Code table (75) was not done on site. Patrick Mellin was not able to attend due to weather. The review was handled remotely.
3. Hexagon Implements I/Telephone Device for the Deaf (91). Unable to implement due to additional hardware required for DuPage to acquire. Will shift to 12/7.
4. Astro25 (Motorola GPS) CAD IF Interface - Implementation (75% complete) (122). Awaiting additional input by 3rd party Motorola. Will continue to monitor ask for assistance from DuPage.
5. DuPage Tests LiveScan MorphoTrust (152) - Could not begin testing b/c Hexagon is not complete with its testing.
6. Hexagon Tests LiveScan MorphoTrack (95% complete) (154) - Hexagon is awaiting additional information from LiveScan MorphoTrack to complete testing.
7. Hexagon Tests LiveScan iTouch (95% Complete) (164) - Issues on violations not matching not passing final internal Hexagon testing.
8. Final Review of Test Plans and Test Cases and 2nd Code Table Review (197) - Cannot be completed by Hexagon due to DuPage not completing all test plans. DuPage at est. 40% complete on all test plans. Those that have been created have been reviewed by Hexagon and sent back with redlines. Hexagon awaiting feedback on redlines.
9. DuPage IUCR Testing (No task # for DuPage on this task, Hexagon does not track DuPage internal progress) Task was told would be complete to Hexagon by 11/23/2018. DuPage requested additional help from Hexagon to assist with this task. George Chiou provided additional work to assist on 11/29.
Memorandum

TO: Linda Zerwin, ETSB Executive Director  
DATE: Friday, November 30, 2018  
FROM: Matthew Baarman, Deputy Director  
RE: DEDIRS Maintenance Status Report

Starcom Upgrade:
The STARCOM team will upgrade the core infrastructure of the statewide radio system in December. DuPage users may notice or be impacted as follows:


Tuesday, December 11: Two Site Trunking Events, both expected to be 5 minutes, or less, tentatively planned for 12:30pm and 4:30pm.

December 12-14: Update each DuPage RF site, one at a time. This will cause reduced radio coverage around the site being updated.

Monday, December 17: Updates at PSAPs, CCGWs, and Aux/Ios. Each device may take ~20 minutes. Motorola will send a summary schedule and is considering setting up a bridge for PSAPs to report issues experienced during the upgrade. We will communicate as the details are finalized.

Next Touch Progress:
Motorola will provide a single upgrade dongle to add GPS and TDMA to radios at the same time. DU-COMM and Motorola are scrubbing the key codes to ensure all ETSB and agency owned radios are covered. Once received, DU-COMM will test the upgrade process and start to schedule programming for all Police agencies. Additional day(s) of programming will be reserved for agencies with a large number of radios to ensure all radios received updates. If you have questions, please contact John Lozar.

Naperville Patch:
Motorola completed installation of the Naperville provided radio at the Wheaton tower. DU-COMM Techs work to add the new resource at a console position, setup the patch, and start testing one of the talkgroups.

Radio Repairs:
The most common issue has been the top knob assembly. The repairs for the last 13 months is as follows:
Talkgroup Usage:
The twenty (20) busiest DuPage talkgroups on the DEDIRS STARCOM21 site from November 1 thru November 29, 2018 are as follows (all time in seconds):

<table>
<thead>
<tr>
<th>Talkgroup Alias</th>
<th>Total Group Time</th>
<th>Group Count</th>
<th>Longest Call Time</th>
<th>Total Group Busy Time</th>
<th>Group Busy Count</th>
<th>Longest Busy Time</th>
<th>Count of Rejects</th>
</tr>
</thead>
<tbody>
<tr>
<td>DU 3EAST</td>
<td>246,993</td>
<td>81,230</td>
<td>40</td>
<td>209</td>
<td>125</td>
<td>126</td>
<td>1,529</td>
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<td>DU ACDC 3</td>
<td>243,693</td>
<td>73,612</td>
<td>35</td>
<td>54</td>
<td>100</td>
<td>3</td>
<td>1,056</td>
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<tr>
<td>DU DPSO JAIL</td>
<td>234,955</td>
<td>22,564</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>DU 3WEST</td>
<td>217,078</td>
<td>71,956</td>
<td>55</td>
<td>124</td>
<td>90</td>
<td>32</td>
<td>1,283</td>
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<tr>
<td>DU 1EAST</td>
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<td>51</td>
<td>77</td>
<td>102</td>
<td>18</td>
<td>1,237</td>
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<td>DU 1SOUTH</td>
<td>175,131</td>
<td>56,415</td>
<td>61</td>
<td>55</td>
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<td>9</td>
<td>928</td>
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<tr>
<td>DU ACDC 1</td>
<td>173,235</td>
<td>54,784</td>
<td>34</td>
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<tr>
<td>DU 3SOUTH</td>
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<td>47</td>
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<td>DU 1WEST</td>
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<tr>
<td>DU DPSO F1</td>
<td>156,645</td>
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<td>DU 1NORTH</td>
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<td>DU ACDC 2</td>
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<td>DU FIRE NORTH</td>
<td>145,184</td>
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<td>60</td>
<td>34</td>
<td>65</td>
<td>2</td>
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<td>DU 7SOUTH</td>
<td>145,076</td>
<td>45,625</td>
<td>31</td>
<td>32</td>
<td>71</td>
<td>2</td>
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<td>DU 7WEST</td>
<td>137,658</td>
<td>42,514</td>
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<td>78</td>
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<tr>
<td>DU FIRE EAST</td>
<td>115,377</td>
<td>30,584</td>
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<td>95</td>
<td>85</td>
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<tr>
<td>DU FIRE SOUTH</td>
<td>95,819</td>
<td>25,123</td>
<td>45</td>
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<td>DU FDACDC1</td>
<td>89,058</td>
<td>21,482</td>
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<td>22</td>
<td>33</td>
<td>5</td>
<td>120</td>
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<td>DU FDACDC2</td>
<td>81,338</td>
<td>19,487</td>
<td>40</td>
<td>81</td>
<td>54</td>
<td>48</td>
<td>139</td>
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<td>DU DPSO COURT</td>
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<td>21,394</td>
<td>35</td>
<td>14</td>
<td>28</td>
<td>2</td>
<td>1,418</td>
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</table>

November Track-it Issues:
- Number of New Tickets = 46
- Number of Closed Tickets = 75
- Number of Open Tickets = 42
- Average age of Open Tickets = 429 days
  - A few of the largest categories are:
    - 12 tickets - Loaner request - 861 days (tickets left open while radios are on loan)
    - 8 tickets - Third Touch - 1013 days
### EQUALIZATION SURCHARGE AND REVENUE FOR FISCAL YEAR: FY2018

**Fiscal Year 2018**

<table>
<thead>
<tr>
<th></th>
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<td>State Disbursement</td>
<td>$599,817.91</td>
<td>$566,629.95</td>
<td>$618,246.90</td>
<td>$614,108.20</td>
<td>$754,806.21</td>
<td>$2,325,870.09</td>
<td>$1,337,153.75</td>
<td>$1,203,123.36</td>
<td>$1,215,516.34</td>
<td>$1,202,131.11</td>
<td>$1,188,947.34</td>
<td>$1,258,080.66</td>
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<td>Misc. Revenue</td>
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<tr>
<td>Total</td>
<td>$599,817.91</td>
<td>$566,629.95</td>
<td>$618,246.90</td>
<td>$614,108.20</td>
<td>$763,476.77</td>
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<td>$1,337,153.75</td>
<td>$1,203,123.36</td>
<td>$1,215,516.34</td>
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<td>$1,188,947.34</td>
<td>$1,258,080.66</td>
<td>$12,884,431.82</td>
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**EQUALIZATION SURCHARGE HISTORY**

<table>
<thead>
<tr>
<th>Month of</th>
<th>DEC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>FY 2016</td>
<td>N/A</td>
<td>$580,655.87</td>
<td>$542,517.55</td>
<td>$743,171.81</td>
<td>$674,131.18</td>
<td>$723,522.32</td>
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<td>$599,721.32</td>
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<tr>
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<td>FY2017</td>
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<td>$649,029.93</td>
<td>$810,751.53</td>
<td>$695,361.11</td>
<td>$749,256.32</td>
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<td>$754,806.21</td>
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<td>$1,337,153.75</td>
<td>$1,203,123.36</td>
<td>$1,215,516.34</td>
<td>$1,202,131.11</td>
<td>$1,188,947.34</td>
<td>$1,258,080.66</td>
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<td>$10,485,628.86</td>
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<tr>
<td>TOTAL SURCHARGE RECEIVED</td>
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<td>$2,414,341.88</td>
<td>$2,364,725.61</td>
<td>$2,891,077.09</td>
<td>$2,572,615.65</td>
<td>$3,064,455.99</td>
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<td>$2,263,851.76</td>
<td>$2,477,945.66</td>
<td>$1,193,085.25</td>
<td>$1,217,968.22</td>
<td>$1,208,774.30</td>
<td>$25,895,037.43</td>
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**Attachment:** Revenue Report for 12.11.18 (18-19-1 : Revenue Report for December 11 Regular Meeting)
### Wireless Surcharge and Revenue for Fiscal Year: FY2018

<table>
<thead>
<tr>
<th>Month Received</th>
<th>Dec 17</th>
<th>Jan 18</th>
<th>Feb 18</th>
<th>Mar 18</th>
<th>Apr 18</th>
<th>May 18</th>
<th>Jun 18</th>
<th>Jul 18</th>
<th>Aug 18</th>
<th>Sep 18</th>
<th>Oct 18</th>
<th>Nov 18</th>
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**for additional equipment requested by agencies or insurance claims reimbursements**

#### Wireless Revenue History - Surcharge Remittance Only

<table>
<thead>
<tr>
<th>Month</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
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* *PSIC Grant for radio system transferred for 970 for grant, received grant reimbursement in March FY11*
## Wireline Surcharge and Revenue for Fiscal Year: FY2018

<table>
<thead>
<tr>
<th>Month Received</th>
<th>Revenue Received</th>
<th>Other Payments</th>
<th>Net RMS Reimbursement</th>
<th>Total</th>
<th>Misc. and Refunds</th>
<th>Other Payments</th>
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*April 2018 adjusted total due to SAO and DSO interdept payments*
1. CALL TO ORDER

8:50 AM meeting was called to order by Chairman Gary Grasso at 8:50 AM.

2. ROLL CALL

PRESENT: Eckhoff (8:56 AM), Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

ETSB STAFF:
Linda Zerwin
Matt Theusch
Eve Kraus
Jerry Furmanski
Kris Cieplinski

COUNTY CLERK:
Paul Hinds, County Clerk

ATTENDEES:
Delores Temes - ACDC
Philip Norton - Glen Ellyn PD
Geoff Pretkelis - Bartlett PD
Bill Srejma - ACDC
Jen O'Keefe - DPSO
Jan Barbeau - SAO
Tim Roberts - Bloomingdale PD
Matt Wolenberg - Bloomingdale PD
Kathy King - County Clerk
Bill Budds - Downers Grove PD
Aaron Jacobs - DSO
On roll call, Members Block, Connolly, Franz, McGinnis, Tegtmeyer and Tillman were present. Members Eckhoff and Kruger were not present at the time of roll call.

3. PUBLIC COMMENT
There was no Public comment.

4. CHAIRMAN'S REPORT
Chairman Grasso stated that this is the 17th anniversary of 9/11. He remembers well what happened. The first responders ran to the scene and into trouble.

5. MEMBERS' REMARKS
There were no Members' remarks.

6. CONSENT AGENDA
Member Tegtmeyer moved, seconded by Member McGinnis, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

A. Monthly Staff Report

1. 17-18-63 Monthly Report for September 11 Regular Meeting

B. Revenue Report 911 Surcharge Funds

1. 17-18-60 ETSB Revenue Report for September 11 Regular Meeting for Funds 5820/Equalization, 5810/Wireless and 5800/Wireline

C. Minutes Approval

1. ETSB - Policy Advisory Committee - Special Call - Aug 13, 2018 2:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Diane McGinnis, Public Representative
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

2. ETSB - Emergency Telephone System Board - Committee of the Whole - Aug 14, 2018 8:40 AM
RESULT: ACCEPTED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Diane McGinnis, Public Representative
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

3. ETSB - Emergency Telephone System Board - Regular Meeting - Aug 14, 2018 8:50 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Diane McGinnis, Public Representative
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

7. ACTION ITEMS

A. Payment of Claims

1. 17-18-61 Payment of Claims for September 11, 2018 for FY18 - Total Paylist: $898,845.87; Total for 4000-5800 (wireline): $142.23; Total for 4000-5810 (wireless): $6,310.98; Total for 4000-5820 (equalization): $892,392.66.

Member Block moved, seconded by Member Tillman, to approve the Payment of Claims for September, 2018 FY18 Total for 4000-5800 (Wireline) $142.23, Total for 4000-5810 (Wireless) $6,310.98 and Total for 4000-5820 (Equalization) $892,392.66. On voice vote, motion carried.

B. Change Orders

1. ETS-CO-0025-18 Resolution approving Change Order #3 to AT&T Inc. PO 917129/2710-1 to extend the contract end date and amend the budget code in the County finance software (Non-Monetary Change Order)

Member McGinnis moved, seconded by Member Tegtmeyer, that Resolution #ETS-CO-0025-18 be approved and adopted. On voice vote, motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Diane McGinnis, Public Representative
SECONDER: Brian Tegtmeyer, DU-COMM Rep
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

2. ETS-CO-0026-18 Resolution approving Change Order #6 to Comcast Holdings Corporation dba Comcast Business Communications, LLC PO 950906/2018-1 to amend the service locations in the contract (Non-Monetary Change Order)

Member Tillman moved, seconded by Member Tegtmeyer, that Resolution #ETS-CO-0026-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Tillman
SECONDER: Brian Tegtmeyer, DU-COMM Rep
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

3. ETS-CO-0027-18 Resolution approving Change Order #3 to DELTAWRX, LLC PO 950895/1941-1 to extend the contract for one (1) year and amend the budget code in the County finance software (Total Amount of Change Order: $108,000.00; New Contract Amount: $345,900.00)

Member McGinnis moved, seconded by Member Connolly, that Resolution #ETS-CO-0027-18, Resolution Approving Change Order #2 to DELTAWRX, LLC PO 950895/1941-1 to extend the Contract for One (1) Year and Amend the Budget Code in the County Finance Software, be approved and adopted.

Member Franz questioned if Hexagon would pay part of this change order because of the delay.

Member Connolly stated that they were hired to keep Hexagon on track.

Staff indicated that DELTAWRX has worked hard to keep the project on track and felt that without their efforts, given the number of projects in process at ETSB, things would not have progressed this far.

Member Connolly moved, seconded by Member Tillman that Resolution #ETS-CO-0027-18 be tabled. On voice vote, motion carried.
C. Resolutions

1. ETS-R-0043-18 Resolution approving the transfer of inventory from the Emergency Telephone System Board of DuPage County to DuPage County Facilities

   Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0043-18, Resolution Approving the Transfer of Inventory from the Emergency Telephone System Board of DuPage County to DuPage County Facilities, be approved and adopted.

   Ms. Zerwin stated that they had 15 year old furniture that was surplus with a depreciation value of zero. It is still functional but the new building project allowed for new furniture in the ETSB offices so this furniture is no longer necessary. They are transferring it to the County for surplus or disposal.

   Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0043-18 be approved and adopted. On voice vote, motion carried.

2. ETS-R-0044-18 A Resolution approving the execution of Memorandums Of Understanding between the Emergency Telephone System Board of DuPage County and participating Fire Agencies for the implementation and maintenance of a Fire Station Alerting System

   Member Tillman moved, seconded by Member Block, that Resolution #ETS-R-0044-18 be approved and adopted. On voice vote, motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Tillman
SECONDER: Joe Block, Vice Chairman
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger


Member Connolly moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0045-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Jim Connolly, Fire Rep
SECONDER: Brian Tegtmeyer, DU-COMM Rep
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

D. Travel and Training

1. 17-18-62 Authorization to travel - ETSB Executive Director and Members from DU-COMM and Sheriff’s Office PSAPs to attend 34th Annual IPSTA conference in Springfield, IL on November 3-7, 2018 (Total per attendee not to exceed: $1,600.00 each, for a maximum total of $9,600.00)

   Member Tillman moved, seconded by Member Franz, that the ETSB Executive Director and Members from DU-COMM and Sheriff’s Office PSAPs be authorized to attend 34th Annual IPSTA conference in Springfield, Illinois on November 3-7, 2018 (Total per attendee not to exceed $1,600.00 each, for a maximum total of $9,600.00). On voice vote, motion carried.

8. BUDGET

A. FY19 Budget

1. ETS-R-0046-18 Annual Appropriation Resolution for Emergency Telephone System Board of the County of DuPage, State of Illinois, for the Fiscal Period beginning December 1, 2018 and ending November 30, 2019

   Member Eckhoff moved, seconded by Member Tillman, that Resolution ETS-R-0046-18, Annual Appropriation Resolution for Emergency Telephone System Board
Member Franz questioned if there were any increases or changes. Ms. Zerwin replied that in Account 52100 there is $10,000.00 for batteries and a recommendation for Account 57300 of $45,000.00 for static-free carpet for the Sheriff’s PSAP.

Member Connolly asked if there is a projected revenue for two years, are they back to the old revenue in year three. He questioned if there was cash in reserve. Ms. Zerwin answered that she showed it all broken out - ex: Capital, Personnel, etc. The estimated cash is shown and a reserve is in the budget documents.

Ms. Zerwin stated that the Equalization surcharge revenue collected in year 2016 was not appropriated. That is why there is a cash balance in the 5820 fund.

Member Connolly questioned if they have $12 million in projected revenue for FY18. If it is the revenue going back to 2016, they are still good.

Member Tegtmeyer asked that if they reserve the money, it doesn’t restrict the use. He thought they should move to set aside equipment replacement funds. Ms. Zerwin replied that he was correct in his statement. She stated that she spoke with CFO Paul Rafac. He indicated that he also discussed this matter with the current County outside auditors and the recommendation was to set aside funds rather than to create a reserve fund.

Member Franz questioned if they have a $7.5 million surplus to 2023, assuming it is going back to the old rate. Ms. Zerwin remarked that that is a very conservative estimate assuming the ETSB does not need to replace all the equipment.

Member Franz asked what the policy is. Ms. Zerwin replied the Board approved a replacement policy but with consolidation and the new PSAPs, the Board has not voted to set aside any funds in the last two years. This is why it is part of the budget process. The policy that was put in place is very basic and that it is due for a review.

Chairman Grasso felt the time to appropriate the budget funds is now.

Member Eckhoff moved, seconded by Member Tillman, that Resolution ETS-R-0046-18 be approved and adopted. On roll call, Chairman Grasso and Members Block, Connolly, Eckhoff, Franz, McGinnis, Tegtmeyer and Tillman voted “aye.” Member Kruger was not present at the time of roll call. Motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Grant Eckhoff, District 4
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, Franz, McGinnis
ABSENT: Kruger

B. Budget Projection Discussion

Ms. Zerwin spoke regarding the third touch program upgrade to TDMA and use of GPS. The approved contract allows for licenses for existing APX radios in the system. Not all of the radios are owned by ETSB. She stated that the Board has multiple options including providing the licensing for the DEDIRS system existing radios, asking agencies to reimburse the discounted licensing costs procured by ETSB for their agency owned radios or requiring agencies to upgrade their radios at their own cost. The financial impact is approximately $200,000.00 of reimbursement funding that would be allocated to Equipment Replacement.

Member Block stated that he does not want to ask the agencies to pay.

Member Tegtmeyer said that this is to upgrade all radios charging a discount rate. He asked if they pay if they buy extra radios. Ms. Zerwin replied that the ETSB purchased licensing for existing radios. The agencies who own the radios that they purchased outside of the ETSB contract will pay airtime.

Chairman Grasso stated that he doesn’t want to see this open-ended. He felt people would buy more radios.

Member Tillman asked if we don’t pay for airtime if they bought extra radios.

Chairman Grasso remarked that they should look at standardization. It is difficult when they are buying extra.

Ms. Zerwin said that the agreement shows that we are not responsible for airtime beyond the first seven years. She also stated that the current airtime contract does not include radios purchased by agencies on their own outside of the ETSB contract.

Member Eckhoff asked what the cost was. Ms. Zerwin answered that it is $200.00 for a TDMA license. There is a GMS upgrade of $300.00 plus an annual GPS airtime for a total in later years of the contract.

Member Tegtmeyer stated that if they moved to TDMA, then all radios will need to be updated. He supports paying for all updates.

Member Connolly remarked that five of his Westmont Fire vehicles don’t have STARCOM radios.
Chairman Grasso encouraged everyone to talk to each other regarding the policy. This is the standard way to purchase. He doesn’t want agencies to purchase extra or pay for it.

Member Eckhoff said that he felt agencies should share the cost of extra equipment.

Member Tegtmeyer stated that agencies bought what they believed they needed, not extras. He wants to move forward and get this done. Radios need to communicate with each other.

Member Connolly remarked that he felt it was not an extra cost that ETSB should pay. Chairman Grasso asked if the consensus of the Board was to have staff move forward with TDMA and GPS upgrades for all existing radios in the system.

Ms. Zerwin stated that the first replacement will be on the police side.

Member Franz questioned when we need to replace the radios. He felt the equipment replacement needs a consistent policy. Ms. Zerwin replied by the year 2024.

Geoff Pretkelis, Bartlett PD, asked if they are paying for airtime. The agency is growing and purchasing more radios.

Chairman Grasso said that they don’t want to drift into individuality.

Ms. Zerwin questioned if they could afford a radio for each person if they were to adopt police model for fire.

9. DUPAGE ETSB 911 SYSTEM DESIGN
Ms. Zerwin stated that she had nothing to add beyond what was already in the monthly report.

10. DUPAGE JUSTICE INFORMATION SYSTEM PROJECT
Ms. Zerwin stated that she had nothing to add beyond what was already in the monthly report.

Member Connolly wanted to readdress Agenda Item 7B, the tabling motion of Resolution #ETS-CO-0027-18, Resolution Approving Change Order #2 to DELTAWRX, LLC PO 950895/1941-1 to extend the Contract for One (1) Year and Amend the Budget Code in the County Finance Software. He questioned where they are with this issue and how did this happen.

Ms. Zerwin replied that DELTAWRX has been forthcoming in the project performance of Hexagon. She stated that the contract had two test plan sessions. There is an expectation that the test plans will identify failures in the system. In this case there were significantly more failures than expected. Hexagon neglected to tell ETSB and DELTAWRX about all the failures. Since then, Hexagon has made wholesale changes to their software.

Member Franz stated that CAD is going well. RMS is where this issue is. He felt Hexagon should be penalized and that they should pick up additional cost for DELTAWRX.
Ms. Zerwin said that the proposed amendment will redesign the contract incorporating a timeline to get a usable program. There are some monetary concessions in the amendment because of the delays.

Member Connolly asked how long the delay will be. Ms. Zerwin replied that she will have a better idea on Friday. They are 45 days behind. RMS was extended in their current contract.

Member Connolly would like to hear from Hexagon and DELTAWRX. He wants to know what their plan is and commitment to get this done. It is holding up CAD.

Chairman Grasso agreed and wants to get them to come to a meeting.

Ms. Zerwin stated that they have met the scope in the fact that there is a report. The report prints 65 pages including blank fields when the goal was a concise report.

Chairman Grasso asked to bring them to the September 28th meeting so that the Board can express their concern.

Member Franz said that he would also like to hear from David Jordan as he is closest to this.

Member Connolly stated that he would like a report or presence from DELTAWRX also.

Chairman Grasso remarked that this item should remain tabled.

Member Connolly moved, seconded by Member Tillman that Resolution #ETS-CO-0027-18 be tabled. On voice vote, motion carried.

11. OLD BUSINESS
Under Old Business, Ms. Zerwin stated that she was unable to get the RFP for insurance out in time, therefore they may have to go one more year with the current company. She is looking for support to renew with the current company while the RFP is developed.

Member Connolly asked if she would have the time to research other companies. She stated that is what the RFP will do.

Chairman Grasso questioned what the cost is and will they be covered. The consensus of the Board was to renew and continue the RFP process for 2019.

12. NEW BUSINESS
There was no new business.

13. EXECUTIVE SESSION
A. Minutes

B. Security procedures and the use of personnel and equipment; to 5 ILCS 120/2 (C) (8)

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

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

14. MATTERS REFERRED FROM EXECUTIVE SESSION

Member Tegtmeyer moved, seconded by Member Connolly, that the Executive Session minutes of September 10, 2009, September 9, 2010 and September 8, 2011 be declassified and released. On voice vote, motion carried.

A. Review Executive Session Minutes from September 10, 2009 Meeting

B. Review Executive Session Minutes from September 9, 2010 Meeting

C. Review Executive Session Minutes from September 8, 2011 Meeting

15. ADJOURNMENT

A. Next Meeting: Tuesday, September 25 at 8:50am in Room 3-500B

Member Eckhoff moved, seconded by Member Tegtmeyer, that the meeting of the ETSB be adjourned. On voice vote, motion carried.

Respectfully submitted,

Paul Hinds
1. CALL TO ORDER

8:50 AM meeting was called to order by Chairman Gary Grasso at 8:51 AM.

2. ROLL CALL

PRESENT: Eckhoff, Grasso, Block, Connolly, Tegtmeier, Tillman, McGinnis, Kruger
ABSENT: Franz

ETSB STAFF:
Linda Zerwin
Matt Theusch
Eve Kraus

COUNTY CLERK:
Paul Hinds, County Clerk

STATE'S ATTORNEY:
Bob Berlin
Greg Vaci

ATTENDEES:
Andy Bonomo - York Center FPD
Anna Throneberry - Hexagon Corp
Ben Van Horne - Hexagon Corp
Bob Brooks - Hexagon Corp
Brandon Hurd - ACDC
Bill Budds - Downers Grove PD
Delores Temes - ACDC
Jean Kane - DMMC
James Burke - Itasca/Wood Dale FPD
Bill Srejma - ACDC
Sean Noonan - County Board
David Jordan - County IT
Michael Galvin - DELTAWRX
Frank Bibbiano - Sheriff
Patti Taves - Glen Ellyn

x
On roll call, Members Block, Connolly, Eckhoff, Kruger, McGinnis, Tegtmeyer and Tillman were present. Member Franz was not present at the time of roll call.

3. **PUBLIC COMMENT**
The following people voiced Public Comment regarding the Hexagon contract:

Patty Taves

Mike Galvin

4. **CHAIRMAN'S REPORT**
Chairman Grasso stated that the issue today is the Hexagon contract. Many concerns have been raised.

5. **MEMBERS' REMARKS**
There were no Members' remarks.

6. **ACTION ITEMS**

A. **Purchase Resolutions**

1. ETS-R-0047-18 Awarding Resolution to Deccan International PO 918150 to increase the LiveMUM software licenses to include the 11 (eleven) Addison agencies (Total Amount: $6,600.00)

Member McGinnis moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0047-18 be approved and adopted. On voice vote, motion carried.

RESULT:  APPROVED [UNANIMOUS]
MOVER:  Diane McGinnis, Public Representative
SECONDER:  Brian Tegtmeyer, DU-COMM Rep
AYES:  Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, McGinnis, Kruger
ABSENT:  Franz

B. **Hexagon - New Project Plans and Status**
Chairman Grasso stated that he received a letter from Chief Janus on behalf of the DuPage Fire Chiefs Association expressing concern for the delay of the CAD project as it effects the deployment of the Fire Station Alerting System. Chairman Grasso questioned the comments
from Member Connolly if this causes a public safety issue and if Hexagon has the capability to complete this project.

Bob Brooks, VP of Hexagon Corporation and Ben Van Horne gave a presentation.

Member Connolly asked if PRMS had to be deployed with CAD. Anna Throneberry, Hexagon Corporation, replied that there has been additional testing in CAD and that the plan was to release the two systems together. Mr. Brooks added that the cut over is now scheduled for June.

Member Kruger questioned if there was any surprises or requests from DuPage that caused the delay in importing the forms. Mr. Van Horne replied that Hexagon did not put enough time in for the design configuration.

Chairman Grasso asked what the plan is going forward. Mr. Van Horne answered that the design of what is needed is complete. He can provide the plan with input from DuPage. A benchmark is the end of October.

Chairman Grasso questioned who they are communicating with. Mr. Van Horne replied David Jordan.

Ms. Throneberry replied that the configuration is recognized and built into the new plan. They just need feedback on the forms.

Chairman Grasso asked Mr. Jordan his opinion. Mr. Jordan stated that he is comfortable with the plan, now it is the implementation. He stated that he has identified several points within the plan for benchmarks to determine if Hexagon can meet the new go-live goals. He felt that this is now adequate time to make changes to the forms. He felt they are ready to see the forms.

Mr. Van Horne said that customizing is possible. The forms take 2 months to complete. They have the skills and knowledge to do them.

Ms. Throneberry remarked that they have added senior staff on these projects. There is an assembled team.

Member Tillman stated that the CAD is fine and they have tested PURVIS.

Member Tillman asked if the forms were listed in the RFP. Mr. Van Horne replied that they were not listed. He analyzed the screen shots and designed the forms.

Member Tillman questioned if there is a dedicated support team for DuPage after the customization of the forms are implemented.

Mr. Van Horne stated that the company has a large support group. The implementation team works to support the group. It is not dedicated just to DuPage.
Ms. Throneberry said that the developers stay with the maintenance.

Chairman Grasso remarked that the schedule for Fire Station Alerting was June 2019 and now it is October 2019.

Member Block stated that there is an issue with RMS, but CAD is ready to go live.

Member Kruger said that this has cost Villages money for staff to import all the data.

Member Tegtmeyer said that the challenge is if they deploy new CAD, then the old RMS doesn’t work. There would be significant staff time to set up current NetRMS to work with new CAD. It would also be difficult to transition. This is the second major delay in this project. Training has been pushed forward and now there is no rush to be ready for June 2019. The February date is already gone.

Chairman Grasso remarked that there is a cost factor. They are not going live with the new CAD without PRMS.

Member Tegtmeyer stated that if they miss the deadline, they will need to reconsider this.

Chairman Grasso said that Dave Jordan will have the benchmarks.

Mr. Jordan stated that there are six areas for check points. Three have October/November deadlines. There will be a report to ETSB in November and a final December 12th.

Chairman Grasso remarked that the staff will look at the alternative, but go with live date. He expects a report in November.

Member Kruger said that since we are bringing in an integrated system, was any of our scope what caused the delay. Mr. Van Horne replied the ILUCR table was not building into the system, but they knew it had to be there. He is confident that they can meet the requirements. They have the resources to work in parallel.

Member Tegtmeyer remarked that after production, the longest part is training. It could take 3 months.

State’s Attorney Berlin stated that the Oversight RMS Committee met last week. The contract calls for an integrated RMS and CAD system. They agreed to accept the new plan, but the benchmarks must be met.

Member Connolly questioned if this was the recommendation from our consultants, DELTAWRX. Michael Galvin, DELTAWRX, replied that they didn’t find out that the forms did not meet the requirements until testing. On paper, it looked correct. It was only through testing by weekly calls that they found the problems.

Member Connolly stated that the consultant recommended going with the new timeframe. Mr. Galvin replied that yes, they unfortunately can’t make Hexagon do their jobs.
Mr. Brooks remarked that they could move the interfaces up and go live with it all at the same time.

Ms. Zerwin said that only a portion of Fire Station Alerting was scheduled to go live in February with a roll out through June of 2019. That is a fire station alerting deployment issue, not a Hexagon issue.

Chief Janus, Bloomingdale Fire, stated that the fire chiefs would like to expedite this. He asked if they thought there would be any more delays. Mr. Van Horne replied that after the deep dive that they did, they do not expect any other big delays. He stated Hexagon should have done this review sooner.

Chief Bonomo, York Center Fire, said that Hexagon needs to understand the work that everyone in this room has done. ETSB has put a lot of effort into all this. They have been waiting for this and he felt that Hexagon can’t just sit here and say that they have a handle on this. Everyone is this room is disappointed. If there is a way to tighten the schedule, he felt they need to do it.

Chairman Grasso remarked that he will be highly disappointed at the end of October if they are not where they are supposed to be. After this meeting, he expects things to stay on track.

C. Change Orders

1. ETS-CO-0027-18 Resolution approving Change Order #3 to DELTAWRX, LLC PO 950895/1941-1 to extend the contract for one (1) year and amend the budget code in the County finance software (Total Amount of Change Order: $108,000.00; New Contract Amount: $345,900.00)

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-CO-0027-18, Resolution Approving Change Order #2 to DELTAWRX, LLC PO 950895/1941-1 to extend the Contract for One (1) Year and Amend the Budget Code in the County Finance Software, be approved and adopted.

Member Connolly stated that this consultant has been a good resource. He remarked that if it is not on track, DELTAWRX needs to tell us.

Chairman Grasso said that he agreed.

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-CO-0027-18 be approved and adopted. On voice vote, motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Connolly, Tegtmeyer, Tillman, McGinnis, Kruger
ABSENT: Franz

7. OLD BUSINESS
There was no old business.

8. NEW BUSINESS
There was no new business.

9. EXECUTIVE SESSION
   A. Minutes
   B. Security procedures and the use of personnel and equipment; to 5 ILCS 120/2 (C)
      (8)
   C. Personnel Matters Pursuant to 5 ILCS 120/2 (C) (1)
   D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)

10. MATTERS REFERRED FROM EXECUTIVE SESSION

11. ADJOURNMENT
   A. Next Meeting: Tuesday, October 9 at 8:50am in Room 3-500B

   Member McGinnis moved, seconded by Member Eckhoff, that the meeting of the ETSB be
   adjourned. On voice vote, motion carried.

   Respectfully submitted,

   Paul Hinds
1. CALL TO ORDER

8:50 AM meeting was called to order by Vice Chairman Joe Block at 8:56 AM.

2. ROLL CALL

PRESENT: Eckhoff, Block, Connolly, Tillman, Franz, McGinnis
ABSENT: Grasso, Tegtmeyer, Kruger

ETSB STAFF:
Linda Zerwin
Eve Kraus
Mike DiGiannantonio
Jerry Furmanski
Kris Cieplinski

COUNTY CLERK:
Paul Hinds, County Clerk

STATE’S ATTORNEY:
Greg Vaci

ATTENDEES:
Sharon Taylor - Wheaton PD
Brandon Hurd - ACDC
Matt Baarman - DU-COMM
Bill Srejma - ACDC
Matt Wolenberg - Bloomingdale PD
Jan Barbeau - SAO
Jeoffrey Pretkelis - Bartlett
Kathy King - County Clerk
Joe Breinig - DMMC
On roll call, Members Block, Connolly, Eckhoff, Franz, McGinnis and Tillman were present. Chairman Grasso and Members Kruger and Tegtmeyer were not present at the time of roll call.

3. **PUBLIC COMMENT**
   There was no Public comment.

4. **CHAIRMAN'S REPORT**
   The Chairman had nothing to report.

5. **MEMBERS' REMARKS**
   There were no Members' remarks.

6. **CONSENT AGENDA**
   Member Franz moved, seconded by Member Eckhoff, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

   **A. Monthly Staff Report**
   
   1. 17-18-68 Monthly Report for October 9 Regular Meeting

   **B. Revenue Report 911 Surcharge Funds**
   
   1. 17-18-64 ETSB Revenue Report for October 9 Regular Meeting for Funds 5820/Equalization, 5810/Wireless and 5800/Wireline

7. **ACTION ITEMS**

   **A. Payment of Claims**
   
   1. 17-18-66 Payment of Claims for October 9, 2018 for FY18 - Total Paylist: $597,837.27; Total for 4000-5800 (wireline): $508.78; Total for 4000-5810 (wireless): $10,050.11; Total for 4000-5820 (equalization): $587,278.38. Total for Inter-department transfers for 4000-5820: $8,580.00.

   Member Tillman moved, seconded by Member Connolly, to approve the Payment of Claims for October 2018 FY18 Total for 4000-5800 (Wireline) $508.78, Total for 4000-5810 (Wireless) $10,050.11 and Total for 4000-5820 (Equalization) $587,278.38, Interdepartmental transfers for 4000-5820 $8,580.00. On voice vote, motion carried.
B. Change Orders

1. ETS-CO-0028-18 Resolution approving Change Orders to move current on-going contracts from 4000-5810 to 4000-5820 and adjust last invoice allowed date in the County finance software (Non-Monetary Change Orders)

Member McGinnis moved, seconded by Member Tillman, that Resolution #ETS-CO-0028-18 be approved and adopted. On voice vote, motion carried.

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<thead>
<tr>
<th>RESULT:</th>
<th>APPROVED [UNANIMOUS]</th>
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<tbody>
<tr>
<td>MOVER:</td>
<td>Diane McGinnis, Public Representative</td>
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<tr>
<td>SECONDER:</td>
<td>Michael Tillman</td>
</tr>
<tr>
<td>AYES:</td>
<td>Eckhoff, Block, Connolly, Tillman, Franz, McGinnis</td>
</tr>
<tr>
<td>ABSENT:</td>
<td>Grasso, Tegtmeyer, Kruger</td>
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C. Resolutions

1. ETS-R-0048-18 Resolution approving the hiring of an Administrative Specialist (Starting Salary: $37,500.06)

Member Eckhoff moved, seconded by Member Tillman, that Resolution #ETS-R-0048-18 be approved and adopted. On voice vote, motion carried.

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<thead>
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<th>RESULT:</th>
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<tbody>
<tr>
<td>MOVER:</td>
<td>Grant Eckhoff, District 4</td>
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<td>SECONDER:</td>
<td>Michael Tillman</td>
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<td>AYES:</td>
<td>Eckhoff, Block, Connolly, Tillman, Franz, McGinnis</td>
</tr>
<tr>
<td>ABSENT:</td>
<td>Grasso, Tegtmeyer, Kruger</td>
</tr>
</tbody>
</table>

D. Travel and Training

1. 17-18-65 Authorization to travel - Two (2) ETSB Technicians to attend the 2nd Annual Hexagon Public Safety Users’ Group Conference in Westminster, CO on November 4-7, 2018 (Total per attendee not to exceed: $1,541.00, for a maximum total of $3,082.00)

Member Tillman moved, seconded by Member McGinnis, that two (2) ETSB Technicians be authorized to attend the 2nd Annual Hexagon Public Safety Users’ Group Conference in Westminster, Colorado on November 4-7, 2018, Total per attendee not to exceed: $1,541.00 for a maximum total of $3,082.00. On voice vote, motion carried.
2. 17-18-67 Authorization to Travel - DU-COMM Communications Manager and Telecommunicator were approved to attend the 34th Illinois Public Safety Telecommunications Annual (IPSTA) Conference in Springfield, IL on November 3-7, 2018. This is a request to adjust attendees, who are yet to be determined; no monetary changes are needed to the total amount previously approved.

Member Connolly moved, seconded by Member McGinnis, that a DU-COMM Communications Manager and Telecommunicator be authorized to attend the 34th Illinois Public Safety Telecommunications Annual (IPSTA) Conference in Springfield, Illinois on November 3-7, 2018. This is a request to adjust attendees, who are yet to be determined; no monetary changes are needed to the total amount previously approved. On voice vote, motion carried.

8. DUPAGE ETSB 911 SYSTEM DESIGN
Ms. Zerwin stated that she had nothing to add beyond what was already in the monthly report.

9. DUPAGE JUSTICE INFORMATION SYSTEM PROJECT
Ms. Zerwin stated that the training is going on this week.

Member Connolly questioned if the schedule was changing for reporting the milestone. Ms. Zerwin replied that the key milestones are being met, but the reporting may change based on the language in the amendment.

10. OLD BUSINESS
There was no old business.

11. NEW BUSINESS
There was no new business.

12. EXECUTIVE SESSION
   A. Minutes
   B. Security procedures and the use of personnel and equipment; to 5 ILCS 120/2 (C) (8)
   C. Personnel Matters Pursuant to 5 ILCS 120/2 (C) (1)
   D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C) (11)

13. MATTERS REFERRED FROM EXECUTIVE SESSION
Member Tillman, seconded by Member Franz, that the Executive Session minutes of October 8, 2009 and October 13, 2011 be declassified and released. On voice vote, motion carried.
A. Review Executive Session Minutes from October 8, 2009 Meeting

B. Review Executive Session Minutes from October 13, 2011 Meeting

14. ADJOURNMENT

A. Next Meeting: Tuesday, October 23 at 8:50am in Room 3-500B

Member Connolly moved, seconded by Member Tillman, that the meeting of the ETSB be adjourned. On voice vote, motion carried.

Respectfully submitted,

Paul Hinds
1. CALL TO ORDER

8:50 AM meeting was called to order by Chairman Gary Grasso at 8:50 AM.

2. ROLL CALL

PRESENT: Eckhoff (8:55 AM), Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

ETSB STAFF:
Linda Zerwin
Matt Theusch
Eve Kraus
Beth Balik
Mike DiGiannantonio

COUNTY CLERK:
Paul Hinds, County Clerk

STATE’S ATTORNEY:
Greg Vaci

ATTENDEES:
Ben Van Horne - Hexagon
George Preussel - Hexagon
Brandon Hurd - ACDC
Bill Srejma - ACDC
Delores Temes - ACDC
Matt Baarman - DU-COMM
Joe Breinig - DMMC
Patti Taves - Glen Ellyn PD
John Mostaccio - DU-COMM
Frank Bibbiano - Sheriff’s Office
Geoffrey Pretkelis - Bartlett PD
Kathy King - County Clerk
Matt Wolenberg - Bloomingdale PD
On roll call, Members Block, Eckhoff, Franz, Kruger, McGinnis, Tegtmeyer and Tillman were present. Member Connolly participated via telephone.

3. PUBLIC COMMENT
There was no Public comment.

4. CHAIRMAN'S REPORT
Chairman Grasso stated that he regrets giving up this chairmanship. He takes great pride in working with this Board. Public Safety has always come first and he is still advocating for your interests. This Board has completed two new PSAPs in less than 24 months.

5. MEMBERS' REMARKS
Member Block presented a Resolution Acknowledging the Contribution of Paul Hinds to the Emergency Telephone System Board of DuPage County.

Member Tegtmeyer moved, seconded by Member Krueger, that a Resolution Acknowledging the Contribution of Paul Hinds to the Emergency Telephone System Board of DuPage County be approved. On voice vote, motion carried.

Member Block presented a Resolution Acknowledging the Contribution of Gary Grasso to the Emergency Telephone System Board of DuPage County.

Member Block moved, seconded by Member Eckhoff, that a Resolution Acknowledging the Contribution of Gary Grasso to the Emergency Telephone System Board of DuPage County be approved. On voice vote, motion carried.

6. CONSENT AGENDA
Member Tegtmeyer moved, seconded by Member Tillman, that the Consent Calendar be approved and adopted. On voice vote, motion carried.

A. Monthly Staff Report

   1. 17-18-74 Monthly Report for November 13 Regular Meeting

B. Revenue Report 911 Surcharge Funds

   1. 17-18-71 ETSB Revenue Report for November 13 Regular Meeting for Funds 5820/Equalization, 5810/Wireless and 5800/Wireline
C. Minutes Approval

1. ETSB - Policy Advisory Committee - Regular Meeting - Sep 4, 2018 12:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

D. 2019 Meeting Calendars

1. 17-18-72 2019 Meeting Calendars - Emergency Telephone System Board, Committee of the Whole and Policy Advisory Committee

7. ACTION ITEMS

A. Payment of Claims

1. 17-18-73 Payment of Claims for November 13, 2018 for FY18 - Total Paylist: $577,705.80; Total for 4000-5800 (wireline): $0.00; Total for 4000-5810 (wireless): $0.00; Total for 4000-5820 (equalization): $577,705.80. Total for Inter-department transfers for 4000-5820: $99,402.48

Member Kruger moved, seconded by Member Eckhoff, to approve the Payment of Claims for November, 2018 FY18 Total for 4000-5800 (Wireline) $0.00, Total for 4000-5810 (Wireless) $0.00 and Total for 4000-5820 (Equalization) $577,705.80. Total for Interdepartmental transfers for 4000-5820 $99,402.28. On voice vote, motion carried.

B. Change Orders

1. ETS-CO-0029-18 Resolution Approving Change Order #7 to Comcast Holdings Corporation dba Comcast Business Communications, LLC PO 950906/2018-1 to allow read-only access to the system and additional no charge configuration changes (Non-Monetary Change Order)

Member Block moved, seconded by Member Tegtmeyer, that Resolution #ETS-CO-0029-18 be approved and adopted. On voice vote, motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Joe Block, Vice Chairman
SECONDER: Brian Tegtmeyer, DU-COMM Rep
AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

2. ETS-CO-0030-18 Resolution Approving Change Order #1 to AT&T Inc. PO 918114/2845-1 to combine line items in the County Finance software for payment of invoices. (Non-Monetary Change Order)

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-CO-0030-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

C. Purchase Resolutions

1. ETS-R-0051-18 Awarding Resolution to Priority Dispatch Corp. PO 918152 for the addition of ProQA software licensing in Spanish for Emergency Medical Dispatch (EMD) and Emergency Fire Dispatch (EFD) (Total Amount: $36,840.00)

Member Tegtmeyer moved, seconded by Member Kruger, that Resolution #ETS-R-0051-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: James Kruger, Chiefs of Police Association Representative
AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

2. ETS-R-0052-18 Awarding Resolution to 911 Datamaster, Inc. PO 919101 for a one (1) year renewal of SpatialStation software licensing (Total Amount: $13,000.00)

Member Tillman moved, seconded by Member Kruger, that Resolution #ETS-R-0052-18 be approved and adopted. On voice vote, motion carried.
### Minutes Emergency Telephone System Board

**November 13, 2018**

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** Michael Tillman

**SECONDER:** James Krug, Chiefs of Police Association Representative

**AYES:** Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger

**ABSENT:** Connolly

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#### 3. ETS-R-0053-18

Awarding Resolution to CDW Government LLC PO 919102 for a blanket purchase order for the purchase of computer equipment to support small projects (Total amount: $25,000.00)

Member McGinnis moved, seconded by Member Block, that Resolution #ETS-R-0053-18 be approved and adopted. On voice vote, motion carried.

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** Diane McGinnis, Public Representative

**SECONDER:** Joe Block, Vice Chairman

**AYES:** Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger

**ABSENT:** Connolly

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#### 4. ETS-R-0054-18

Awarding Resolution to Public Risk Underwriters of Illinois, LLC PO 919105 for a renewal of a one (1) year insurance policy for the ETSB (Total Amount: $103,575.00)

Member Krueger moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0054-18 be approved and adopted. On voice vote, motion carried.

Chairman Grasso asked what the increase was. Ms. Zerwin replied that it was approximately an $8,000.00 increase.

Member Franz questioned why it was year to year. Ms. Zerwin answered that the insurance company doesn’t want to do more than a year.

Member Franz asked if we could join a group consortium. Ms. Zerwin replied that she can look into this.

Member Tegtmeyer stated that from experience at DU-COMM, consortiums have not netted a better result. He also pointed out that the value of the new equipment is greater than prior years.

Member Krueger moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0054-18 be approved and adopted. On voice vote, motion carried.
5. ETS-R-0055-18 Awarding Resolution to Environmental Systems Research Institute, Inc. (ESRI) PO 919106 for a one (1) year maintenance renewal of ArcGIS Desktop Advanced software (Total Amount: $10,900.00)

Member Block moved, seconded by Member Tillman, that Resolution #ETS-R-0055-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: James Kruger, Chiefs of Police Association Representative
SECONDER: Brian Tegtmeyer, DU-COMM Rep
AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

6. ETS-R-0056-18 Awarding Resolution to OpenText, Inc. PO 919107 for one (1) year maintenance renewal of Business Intelligence software (Total Amount: $21,763.10)

Member Tillman moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0056-18 be approved and adopted. On voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Joe Block, Vice Chairman
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

7. ETS-R-0057-18 Awarding Resolution to Dell Marketing LP PO 919112 for replacement servers for NetRMS (Total Amount: $36,121.91)

Member McGinnis moved, seconded by Member Eckhoff, that Resolution #ETS-R-0057-18 be approved and adopted. On voice vote, motion carried.
RESULT:  APPROVED [UNANIMOUS]
MOVER:  Diane McGinnis, Public Representative
SECONDER:  Grant Eckhoff, District 4
AYES:  Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT:  Connolly

D. Resolutions

1. ETS-R-0028-18 Resolution to Approve Access to the DuPage Emergency Dispatch Interoperable Radio System Talk Groups Pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) as Requested by the Metra Police Department

Member Tillman moved, seconded by Member Kruger, that Resolution #ETS-R-0028-18, Resolution to Approve Access to the DuPage Emergency Dispatch Interoperable Radio System Talk Groups Pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) as Requested by the Metra Police Department, be approved and adopted.

Ms. Zerwin stated that an outside agency can request access to talk groups. The Policy Advisory Committee met and reviewed the application. They are recommending that the ETS Board approve the application allowing Access Talk Groups 1-8 and any additional talk groups that are determined to be needed based on the update of the TICP. The ETS Board would need to approve the application.

Member Kruger said that the other agency is not to use older radios, not TDMA as that will slow the system. Ms. Zerwin the application has been adjusted to ask TDMA capability and that METRA has not yet purchased their radios.

Member Tillman moved, seconded by Member Kruger, that Resolution #ETS-R-0028-18 be approved and adopted. On voice vote, motion carried.

RESULT:  APPROVED [UNANIMOUS]
MOVER:  Michael Tillman
SECONDER:  James Kruger, Chiefs of Police Association Representative
AYES:  Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT:  Connolly

2. ETS-R-0049-18 Resolution to Approve Access to the DuPage Emergency Dispatch Interoperable Radio System Talk Groups Pursuant to Policy 911-005.2: Access to the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS) as Requested by the Western Springs Police Department
Member Block moved, seconded by Member Tegtmeyer, that Resolution #ETS-R-0049-18 be approved and adopted. On voice vote, motion carried.

| RESULT: APPROVED [UNANIMOUS] |
| MOVER: Joe Block, Vice Chairman |
| SECONDER: Brian Tegtmeyer, DU-COMM Rep |
| AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger |
| ABSENT: Connolly |

3. ETS-R-0050-18 Resolution to Adopt Policy 911-005.7 Procedure for Notification of Use of Talk Groups (DEDIRS)

Member McGinnis moved, seconded by Member Tillman, that Resolution #ETS-R-0050-18 be approved and adopted. On voice vote, motion carried.

| RESULT: APPROVED [UNANIMOUS] |
| MOVER: Diane McGinnis, Public Representative |
| SECONDER: Michael Tillman |
| AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger |
| ABSENT: Connolly |

4. ETS-R-0935-18 RESOLUTION -- Resolution to Approve the Intergovernmental Agreement Between the County of DuPage, Illinois on behalf of the Emergency Telephone System Board and the Village of Addison for the Reimbursement of Consolidate Costs (Total Amount: $506,859.00)

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0935-18, Resolution to Approve the Intergovernmental Agreement between the County of DuPage, Illinois on behalf of the Emergency Telephone System Board and the Village of Addison for the Reimbursement of Consolidate Costs, be approved and adopted.

Member Franz questioned if this was the last payment. Ms. Zerwin replied that the cost was incurred during the past three years. The grand total will be $610,000.00, the amount approved for this Resolution is $506,859.00.

Member Tegtmeyer moved, seconded by Member Tillman, that Resolution #ETS-R-0935-18 be approved and adopted. On voice vote, motion carried.
RESULT: APPROVED [UNANIMOUS]
MOVER: Brian Tegtmeyer, DU-COMM Rep
SECONDER: Michael Tillman
AYES: Eckhoff, Grasso, Block, Tegtmeyer, Tillman, Franz, McGinnis, Kruger
ABSENT: Connolly

8. DUPAGE ETSB 911 SYSTEM DESIGN
Ms. Zerwin stated that she had nothing to add beyond what was already in the monthly report.

9. DUPAGE JUSTICE INFORMATION SYSTEM PROJECT
Dave Jordan stated that Hexagon and PRMS have met three milestones:

1. DuPage Reporting Form - Hexagon customized forms
2. Configuration Control Document Requirement List
3. UCR - Crime Stat reporting

He stated that we have had positive progress.

Member Block stated that his Records Supervisor stated that this is the most positive he has felt during this whole project.

Member Franz questioned how this all fit together. The Fire Station Alerting comes in first before CAD/RMS.

Ms. Zerwin remarked that the new CAD has to be in place before the Fire Station Alerting. It needs to be tested. Fire Station Alerting is not going to be deployed with existing CAD.

10. OLD BUSINESS
There was no old business.

11. NEW BUSINESS
There was no new business.

12. EXECUTIVE SESSION
   A. Minutes
   B. Security procedures and the use of personnel and equipment; to 5 ILCS 120/2 (C ) (8)
   C. Personnel Matters Pursuant to 5 ILCS 120/2 (C ) (1)
   D. Pending Litigation Matters Pursuant to 5 ILCS 120/2 (C ) (11)

13. MATTERS REFERRED FROM EXECUTIVE SESSION
Member Tegtmeyer moved, seconded by Member Franz, that the Executive Session minutes of November 12, 2009, November 3, 2010 and November 14, 2017 be approved and declassified. On voice vote, motion carried.

A. Review Executive Session Minutes from November 12, 2009 Meeting
B. Review Executive Session Minutes from November 4, 2010 Meeting
C. Review Executive Session Minutes from November 14, 2017 Meeting

14. ADJOURNMENT

A. Next Meeting: Tuesday, November 27 at 8:50am in Room 3-500B

Member Tegtmeyer moved, seconded by Member Tillman, that the meeting of the ETSB be adjourned. On voice vote, motion carried.

Respectfully submitted,

Paul Hinds
TO: DuPage County Treasurer's Office

FROM: Joseph Block, Acting Chairman
Emergency Telephone System Board of DuPage County

DATE: December 11, 2018

SUBJECT: ETSB Payment of Claims List FY18 – December 11, 2018

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on December 11, 2018. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated November 30, 2018.

FY2018 Wireline Fund (4000-5800): $ 0.00
FY2018 Wireless Fund (4000-5810): $ 2,182,859.38
FY2018 Equalization Fund (4000-5820): $ 730,714.94

Total for all accounts: $ 2,913,574.32

APPROVED BY:

_________________________________
Joseph Block, Acting Chairman

ATTEST:

_________________________________
Secretary
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<th>Account</th>
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EXPENDITURES FOR PERIOD: November 1-30

| | 5800 Total | $598,425.01 | $579,662.68 | $18,762.33 | (0.00) | 97% | 0% |

EXPENDITURES FOR PERIOD: November 1-30

| | Total | $2,182,859.38 | Internal Transfer: | $ | |

| | 5810 | $354,010.00 | $201,595.03 | $152,414.97 | (0.00) | 57% | 0% |
| 4000 | 5820| 53250-0000 | WIRED COMMUNICATION SERVICES       | $1,453,361.00 | $249,432.96 | $1,203,928.04 | 17% | 0% |
| 4000 | 5820| 53370-0000 | REPAIR & MTCE OTHER EQUIPMENT      | $1,330,499.13 | $229,454.62 | $754,858.08 | 346,186.43 | 17% | 26% |
| 4000 | 5820| 53807-0000 | SOFTWARE MAINT AGREEMENTS          | 43,171.00      | $43,171.00  | -          | 0% | 0% |
| 4000 | 5820| 53830-0000 | OTHER CONTRACTUAL EXPENSES         | 1,356,524.00   | $825,599.00 | $530,925.00 | 61% | 0% |
| 4000 | 5820| 54100-0000 | IT EQUIPMENT                       | $7,344,321.65 | $4,441,164.74 | $2,548,746.32 | 354,110.59 | 60% | 5% |

EXPENDITURES FOR PERIOD: November 1-30

| | 5810 Total | $11,881,866.78 | $5,947,246.35 | $5,234,043.41 | $700,597.02 | 50% | 6% |

EXPENDITURES FOR PERIOD: November 1-30

| | Total | $2,182,859.38 | Internal Transfer: | $ | |

Packet Pg. 66
To:  Mr. Joseph Block, Acting Chairman  
DuPage County Emergency Telephone System Board (ETSB)  

ETSB Members  

From:  Bob Grogan, CPA, CFE  
County Auditor  

Subject:  Internal Audit of Accounts Payable  
#18-124  

Date:  December 7, 2018  

The Office of the County Auditor has completed a limited scope internal audit of the transaction processing of ETSB invoices submitted for payment. The audit identified nine invoices totaling $2,073,278.25 that required correction due to a coding error on the purchase order. The accounting unit coding error on the purchase order was corrected by the Procurement Division of the Finance Department and the Accounts Payable Division reversed the erroneous payments and reentered the invoices with the corrected information.

Because the corrections occurred in Fiscal Year 2019 and the invoices were paid from the Fiscal Year 2018 budget appropriation, additional journal entries were required. As of December 6, 2018, the Finance Department had prepared the Fiscal Year 2018 journal entry, but not the Fiscal Year 2019 journal entry resulting in a $2,073,278.25 credit in Fiscal Year 2019. The Finance Department will be contacted to have this discrepancy corrected.

The invoices have been recommended for payment by the County Auditor. The results of the audit are presented below.

Results

My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the December 11, 2018 Board Meeting. The invoices listed on the Bank Account Payment History Report dated November 30, 2018 have been examined by the Office of the DuPage County Auditor and are recommended for payment:
Audit procedures identified nine invoices totaling $2,073,278.25 that required correction due to a coding error on the purchase order. The accounting unit coding error on the purchase order was corrected by the Procurement Division of the Finance Department and the Accounts Payable Division reversed the erroneous payments and reentered the invoices with the corrected information.

Because the corrections occurred in Fiscal Year 2019 and the invoices were paid from the Fiscal Year 2018 budget appropriation, additional journal entries were required. As of December 6, 2018, the Finance Department had prepared the Fiscal Year 2018 journal entry, but not the Fiscal Year 2019 journal entry resulting in a $2,073,278.25 credit in Fiscal Year 2019. The Finance Department will be contacted to have this discrepancy corrected.

The invoices have been recommended for payment by the County Auditor.

Objective
The County Auditor will perform a series of procedures designed to evaluate the internal controls involved in the processing of transactions in the Enterprise Resource Planning (ERP) system and the MHC Image Express (MHC) system. The actual procedures performed will depend upon the County Auditor’s assessment of risks associated with the transactions.

Background/Audit Scope
Invoices and the related supporting documentation are initially prepared and submitted for payment processing by County departments to the centralized accounts payable function administered by the Finance Department. The implementation of the ERP system has resulted in significant changes to the processing and reporting of transactions compared to the accounting systems formerly used by the County. One of the many benefits of the ERP system is the ability to reduce duplicate payments to vendors by requiring unique vendor invoice numbers.

The County Auditor performs audit procedures on the payment documentation after the information has been entered into the ERP system by the Finance Department’s Accounts Payable staff. These procedures include reviewing the submitted documentation and comparing it to the information entered into the ERP system. Significant discrepancies noted between the supporting documentation and the information recorded in the ERP system are identified by County Auditor staff as exceptions. In these situations, the invoice recorded in
the ERP system is transferred by the County Auditor to a non-processing batch until the exception is resolved. The hard-copy invoice and supporting documentation are returned to the Finance Department with an exception notice.

The County Auditor also performs audit procedures on the payment documentation after the information has been entered into the MHC system. These procedures include reviewing the scanned images of the invoice and supporting documentation and comparing it to the information entered into the MHC system. As is the case with transactions entered into the ERP system, significant discrepancies noted between the supporting documentation and the information recorded in the MHC system are identified by County Auditor staff as exceptions. In these situations, the invoice image scanned in the MHC system is disapproved by the County Auditor and forwarded to the Accounts Payable Division of the Finance Department for correction.

Additionally, after the Bank Account Payment History Report has been generated by the Accounts Payable Division of the Finance Department, the County Auditor verifies that each of the recommended payments was properly posted to the County’s General Ledger.

Audit procedures identified nine invoices totaling $2,073,278.25 that required correction due to a coding error on the purchase order. The accounting unit coding error on the purchase order was corrected by the Procurement Division of the Finance Department and the Accounts Payable Division reversed the erroneous payments and reentered the invoices with the corrected information.

Because these corrections occurred in Fiscal Year 2019 and the invoices were paid from the Fiscal Year 2018 budget appropriation, additional journal entries were required. Audit procedures found that as of December 6, 2018, the Finance Department had prepared the Fiscal Year 2018 journal entry, but not the Fiscal Year 2019 journal entry resulting in a $2,073,278.25 credit in Fiscal Year 2019 posted to the County’s General Ledger. The Finance Department will be contacted to have this discrepancy corrected.

During the claims pre-audit process, the County Auditor reviewed 49 invoices scanned into the MHC system. Nine exceptions were noted.

The following nine invoices were paid from the wrong accounting unit due to a coding error on the purchase order:
1. Invoice number IL832124 for $18,820.12 payable to AT&T;
2. Invoice number IL833364-3 for $12,528.74 payable to AT&T;
3. Invoice number IL833375 for $2,376.24 payable to AT&T;
4. Invoice number IL833376 for $9,566.29 payable to AT&T;
5. Invoice number IL833377 for $2,376.24 payable to AT&T;
6. Invoice number IL833378 for $9,566.29 payable to AT&T;
7. Invoice number IL833379 for $2,376.24 payable to AT&T;
8. Invoice number IL833380 for $9,566.29 payable to AT&T;
9. Invoice number IL833381 for $2,376.24 payable to AT&T.
A line in Vendor Agreement 2031-0001 SERV with AT&T was erroneously entered with the wrong accounting unit in the ERP Lawson system. As a result, nine invoices totaling $2,073,278.25 were paid from accounting unit 5820 instead of 5810. The accounting unit coding error on the purchase order was corrected by the Procurement Division of the Finance Department and the Accounts Payable Division reversed the erroneous payments and reentered the invoices with the corrected information on December 5, 2018. Because the corrections occurred in Fiscal Year 2019 and the invoices were paid from the Fiscal Year 2018 budget appropriation, additional journal entries were required. As of December 6, 2018, the Finance Department had prepared the Fiscal Year 2018 journal entry, but not the Fiscal Year 2019 journal entry resulting in a $2,073,278.25 credit in Fiscal Year 2019. The Finance Department will be contacted to have this discrepancy corrected.

**Recommendations**

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

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

Thank you for your continued assistance.

cc: Linda Zerwin, Executive Director
   Tom Cuculich, County Administrator
   Paul Rafac, CFO
Pay Group: 4000
Cash Code: 1414
Class C Accounts Payable
Payment Date: 113018 - 113018
Payment Numbers: -
Payment Code: -
### Bank Account Payment History

**AP255 Date 11/30/18**  
**Time 14:35**  
**Pay Group 4000 ETSB PAY GROUP**  
**USD**  
**Bank Account Payment History**

**Cash Code 1414**  
**Bank 071923909**  
**Payment Code ACH**  

**Payment Date Range** 11/30/18 thru 11/30/18  
**Payment Currency USD**

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### Bank Account Payment History

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**Time 14:35**

**Cash Code 1414**  
**Bank 071923909**

**Payment Date Range 11/30/18 thru 11/30/18**
**Payment Currency USD**

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<td>8,550.00</td>
<td>111,613.00</td>
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<td>11/30/18</td>
<td>10115</td>
<td>IX 102</td>
<td>12/01/18</td>
<td>MOTOROLA SOLUTIONS INC</td>
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<td>11109</td>
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<td>11/17/18</td>
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<td>31.96</td>
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<td>11/30/18</td>
<td>20493</td>
<td>IX 102</td>
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<td>0.00</td>
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<td>11/30/18</td>
<td>10125</td>
<td>IX 102</td>
<td>12/20/18</td>
<td>VILLAGE OF ADDISON</td>
<td>Status Issued</td>
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<td>0.00</td>
<td>500,000.00</td>
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<td>11/30/18</td>
<td>20971</td>
<td>IX 102</td>
<td>11/30/18</td>
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<td>0.00</td>
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**Payment Code CHK Total 2,912,029.87 Payment Count 32**

**Cash Code 1414 Total 2,913,574.32 Payment Count 33**
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<th>Pay Group</th>
<th>4000 ETSB PAY GROUP</th>
<th>USD</th>
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<tr>
<td><strong>Total</strong></td>
<td>2,913,574.32</td>
<td>0.00</td>
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<tr>
<td><strong>Payment Count</strong></td>
<td>33</td>
<td></td>
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</tbody>
</table>

Attachment: PoC 12.11.18 (18-19-3 : Payment of Claims for December 11, 2018)
RESOLUTION APPROVING CHANGE ORDER #17 TO AT&T INC. PO 950905/2031-1 TO COMBINE LINE ITEMS AND AMEND THE BUDGET CODE IN THE COUNTY FINANCE SOFTWARE FOR PAYMENT OF INVOICES (NON-MONETARY CHANGE ORDER)

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

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

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

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

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of AT&T Inc. Change Order #17, PO 950905/2031-1, to combine the line items into one and amend the budget code in the County Finance software for payment and accounting of contractual obligations. This is a non-monetary change order.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Change Order #17 to AT&T Inc. PO 950905/2031-1, dated November 27, 2018, covering said combine line items and amend budget code in Finance software, be, and is hereby approved by the DU PAGE ETSB.

Enacted and approved this 11th day of December, 2018 at Wheaton, Illinois.

JOSEPH BLOCK, ACTING CHAIRMAN

Attest: _________________________________

JEAN KACZMAREK, COUNTY CLERK
Request for Change Order
Procurement Services Division
Attach copies of all prior Change Orders

Date: Nov 27, 2018

MinuteTraq (IQM2) ID #:

Purchase Order #: 2031-1  
Vendor Name: AT&T Inc.
Vendor #: 10008
Dept Contact: Eve Kraus

Change Order #: 17
Original Purchase Order Date: Sep 13, 2016
Change Order Request:

Change Order #17 to AT&T Inc. PO 950905/2031-1 is requested to move line 2: Support - Vesta 911 & Avaya from 4000-5820-53370 to 4000-5820-53807 for payment and accounting of contractual obligations. This change order is also requested to combine multiple line items in the County finance software. Line 5 will decrease by $10,775.84, line 6 will decrease by $4,000.00, line 8 will decrease by $202.68 and line 10 will decrease by $26,620.18; all of these lines will be added to line 1 Vesta 911 and Avaya PBX System under 5810-54100. Line 9 will decrease by $20,176.20 and be added to line 11 Network - Estimated Fees under 5820-53250. This should leave the purchase order with only three lines items: one for capital, one for maintenance and one for network charges. There is no monetary change being made to this contract.

IN ACCORDANCE WITH 720 ILCS 5/33E-9

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

INCREASE/DECREASE

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Starting contract value</td>
</tr>
<tr>
<td>B</td>
<td>Net $ change for previous Change Orders</td>
</tr>
<tr>
<td>C</td>
<td>Current contract amount (A + B)</td>
</tr>
<tr>
<td>D</td>
<td>Amount of this Change Order</td>
</tr>
<tr>
<td>E</td>
<td>New contract amount (C + D)</td>
</tr>
<tr>
<td>F</td>
<td>Percent of current contract value this Change Order represents (D / C)</td>
</tr>
<tr>
<td>G</td>
<td>Cumulative percent of all Change Orders (B+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: 4000-5820-53370 to: 4000-5820-53807
☐ 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:

Prepared By (Initials): EK 630-550-7743 Nov 27, 2018 630-878-2509
Recommended for Approval (Initials): Phone Ext Date

REVIEWED BY (Initials Only):

Buyer Date
Procurement Officer Date
AWARDING RESOLUTION TO DELL MARKETING LP FOR A BLANKET PURCHASE ORDER FOR THE PURCHASE OF COMPUTER EQUIPMENT TO SUPPORT SMALL PROJECTS (TOTAL AMOUNT: $30,000.00)

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

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

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

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

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 919103 to Dell Marketing LP for a blanket purchase order to cover future purchases of computer equipment to support small project initiatives and to replace failed or end of life equipment. Total contract amount of $30,000.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 919103, dated October 22, 2018, covering said, blanket purchase order, be, and is hereby approved by the DU PAGE ETSB to Dell Marketing LP, One Dell Way, Round Rock, TX 78682 for a total of $30,000.00.

Enacted and approved this 11th day of December, 2018 at Wheaton, Illinois.

JOSEPH BLOCK, ACTING CHAIRMAN

Attest: _________________________________

JEAN KACZMAREK, COUNTY CLERK
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</th>
<th>Vendor #:</th>
<th>Contract Term</th>
<th>Contract Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dell Marketing, LP</td>
<td>10850</td>
<td>1 year</td>
<td>$30,000.00</td>
</tr>
<tr>
<td>DuPage ETSB</td>
<td>Eve Kraus</td>
<td>Phone: 630-550-7743</td>
<td>ETSB</td>
</tr>
</tbody>
</table>

Description of Procurement/Scope of Work/Background:
This open purchase order in the amount of $30,000 will allow the ETSB to purchase computer equipment to support small project initiatives and to replace failed or end of life equipment.

Reason for Procurement:
Each year, the ETSB purchases equipment to replace similar equipment that has reached end of life. The remaining funds are used to purchase small incidental equipment such as cabling and switches, to replace malfunctioning equipment and to support small project initiatives.

FUNDING SOURCE:
- Procurement budgeted for (FY and budget code(s)): FY19 4000-5820-52100
- 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
- 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)
- Under Government Joint Purchasing Act (30ILCS525) select one below
  - Other Government Entity
  - MHEC-07012015, Dell Contract No 99AGZ

- 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>EK</th>
<th>Prepared By</th>
<th>Oct 22, 2018</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>N/A</th>
<th>IT Approval, if required</th>
<th>Date</th>
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</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>Chief Financial Officer</td>
<td>Date</td>
<td>Chairman's Office</td>
<td>Date</td>
</tr>
</tbody>
</table>

(Decision Memos Over $25,000)
# Purchase Requisition
## Procurement Services Division

### Send Purchase Order To:
- **Vendor:** Dell Marketing, LP  
  **Vendor #:** 10850
- **Attn:** James Carranco  
  **Email:** james.l.carranco@dell.com
- **Address:** One Dell Way  
- **City:** Round Rock  
  **State:** TX  
  **Zip:** 78682
- **Phone:**

### Send Invoices To:
- **Dept:** DuPage ETSB  
- **Attn:** 9-1-1 Coordinator  
  **Email:** etsb911@dupageco.org
- **Address:** 421 N. County Farm Road  
- **City:** Wheaton  
  **State:** IL  
  **Zip:** 60187
- **Phone:** 630-550-7743

### Send Payments To:
- **Vendor:** Dell Marketing, LP  
  **Vendor #:** 10850
- **Attn:** Email:
- **Address:** c/o Dell USA, PO Box 802816  
- **City:** Chicago  
  **State:** IL  
  **Zip:** 60680
- **Phone:** Fax:

### Ship To:
- **Dept:** DuPage ETSB  
- **Attn:** 9-1-1 Coordinator  
  **Email:** etsb911@dupageco.org
- **Address:** 421 N. County Farm Road  
- **City:** Wheaton  
  **State:** IL  
  **Zip:** 60187
- **Phone:** 630-550-7743

### Payment Terms  
**F.O.B.**  
**PO 20 Delivery Date**  
**Requisitioner**

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<tr>
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<th>Contract Start Date</th>
<th>Contract End Date</th>
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<td>PO25 only</td>
<td>Eve Kraus</td>
<td>Dec 1, 2018</td>
<td>Nov 30, 2019</td>
<td>PO25 only</td>
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### LN | Qty | UOM | Item Detail (Product #) | Description | FY | Dept # | Acct # | Unit Price | Extension |
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<td></td>
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**Requisition Total:** $30,000.00

### Header Comments (these comments will appear on the PO20 and PO25 Purchase Order):
- Term: 12/1/18-11/30/19
- 919103

### 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):

---

Date: Oct 22, 2018

MinuteTraq (IQM2) ID:

Department Req #: 919103

RFP, Bid or Quote #:
# 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: DuPage ETSB</th>
<th>Department Contact: Eve Kraus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:etsb911@dupageco.org">etsb911@dupageco.org</a></td>
<td>Contact Phone: 630-550-7743</td>
</tr>
<tr>
<td>Vendor Name: Dell Marketing, LP</td>
<td>Vendor #: 10850</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.

Dell has a master price agreement with the Midwestern Higher Education Commission under which the ETSB can purchase necessary hardware and software with a value of less than $5,000 to support approved projects and existing equipment. This is an open purchase order request for $30,000.00.

### Summary Explanation/Background

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

ETSB maintains an open purchase order to allow technicians the ability to purchase ancillary items that support the 9-1-1 system in a timely manner.

### Strategic Impact

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

The ETSB purchases replacement computer equipment at a discount from Dell under a cooperative purchasing agreement. The open purchase order allows the ETSB to purchase equipment immediately to avoid gaps in service resulting from failure.

### Source Selection/Vetting Information

- Describe method used to select source.

This purchase order is made through the Midwestern Higher Education Commission (MHEC-07012015) and provides PC hardware and related commodities at a discounted rate.

### Recommendations/Alternatives

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

1. Approve the purchase order 919103 to allow timely repair or replacement of computer hardware and software.
2. Deny the purchase order 919103 and delay procurement of necessary items.

### 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.

These costs are budgeted for FY19 4000-5820-52100 and approval will allow staff to encumber funds.
Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1. Name as shown on your income tax return. Name is required on this line; do not leave this line blank.

Dell Marketing LP

2. Business name/disregarded entity name, if different from above

3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC
☐ C Corporation
☐ S Corporation
☐ Partnership
☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=corporation, S=corporation, P=Partnership)

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded as an entity under the law of another jurisdiction. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

4. Exemptions (codes apply only to certain entities, not individuals; see instructions on page 9):

Exempt payee code (if any) _______
Exemption from FATCA reporting code (if any) _______

(Applies to accounts maintained outside the U.S.)

5. Address (number, street, and apt. or suite no.) See instructions.

C/O Dell USA LP P.O. Box 802816
6. City, state, and ZIP code

Chicago, IL 60680-2816
7. List account number(s) here (optional)

Requestor's name and address (optional)

Part I  Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. If this is your social security number (SSN), enter it in the boxes provided. However, if you are a sole proprietor or disregarded entity, see the instructions for Part II, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Number To Give the Requestor on the tax return.

Social security number

or

Employer Identification number

7 4 1 2 6 1 8 0 5

Part II  Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Date   1/4/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

• Form 1099-INT (interest earned or paid)
• Form 1099-DIV (dividends, including those from stocks or mutual funds)
• Form 1099-Misc (various types of income, prizes, awards, or gross proceeds)
• Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
• Form 1099-S (proceeds from real estate transactions)
• Form 1098-K (merchant card and third party network transactions)
• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
• Form 1096-C (canceled debt)
• Form 1099-A (acquisition of abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Form W-9 (Rev. 11-2017)

Cat. No. 10231X

Packet Pg. 83

Attachment: Dell PO 919103 FY19_Redacted (ETS-R-0001-19 : Dell PO 919103 FY19)
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: Dell Marketing L.P.  
Company Phone: 1800 981 3355 Ext. 5139196  
Contact Phone: 1800 981 3355 Ext. 5139196  
Company Contact: James L. Carranco  
Contact Email: James_L_Carranco@dell.com

Bid/Contract/PO #:  
Date: Apr 24, 2018

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.

** Dell will notify SAM of any changes in status. Dell cannot notify all customers individually. **

** 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: Cynthia B. Radel  
Title: Contract Program Manager  
Date: Apr 24, 2018

Digitally signed by Cyndi_Radel  
Date: 2018.04.24 08:50:16 -05'00'  
*To the best of my knowledge and belief

Attach additional sheets if necessary. Sign each sheet and number each page. Page _____ of _____ (total number of pages)
AWARDING RESOLUTION TO MOTOROLA SOLUTIONS, INC. FOR A BLANKET PURCHASE ORDER FOR REPLACEMENT PARTS FOR RADIOS
(TOTAL AMOUNT: $100,000.00)

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

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

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

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

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 919104 to Motorola Solutions, Inc. for a blanket purchase order for replacement parts for radios. Total contract amount of $100,000.00.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 919104, dated October 22, 2018, covering said, blanket purchase order, be, and is hereby approved by the DU PAGE ETSB to Motorola Solutions, Inc., 1301 E. Algonquin Road, Schaumburg, IL 60196, for a total of $100,000.00.

Enacted and approved this 11th day of December, 2018 at Wheaton, Illinois.

JOSEPH BLOCK, ACTING CHAIRMAN

Attest: __________________________________________
JEAN KACZMAREK, COUNTY CLERK
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Vendor: Motorola Solutions, Inc.
Vendor #: 10115
Contract Term: 1 year
Contract Total: $100,000.00

Dept: DuPage ETSB
Contact: Eve Kraus
Phone: 630-550-7743
Assigned Committee: ETSB

Description of Procurement/Scope of Work/Background
This open purchase order in the amount of $100,000.00 will allow the ETSB to purchase replacement parts for the DEDIRS radio system and portables that are not covered by contract.

Reason for Procurement
ETSB purchases replacement parts for the DEDIRS radio system to be fixed by the ETSB contracted maintainer for a cost savings. This open purchase order will allow the ETSB to better track the cost of replacement parts for radios.

FUNDING SOURCE
☑ Procurement budgeted for (FY and budget code(s)): FY19 4000-5820-52100
☑ 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:

DECISION MEMO REQUIRED
☒ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
☒ Per Coop (DPC4-107) select one below
National IPA/TCPM # IL STARCOM CMS3618850

☐ 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: ___________________________ Date: Oct 22, 2018
Recommended for Approval: ___________________________ Date: 10/4/2018
IT Approval, if required: ___________________________ Date: N/A

REVIEWED BY (Initials Only)

Buyer: ___________________________ Date: ___________________________
Procurement Officer: ___________________________ Date: ___________________________

Chief Financial Officer (Decision Memos Over $25,000)
Date: ___________________________ Chairman’s Office
(Decision Memos Over $25,000) Date: ___________________________
## Purchase Requisition
### Procurement Services Division

### Send Purchase Order To:
- **Vendor:** Motorola Solutions, Inc.
- **Vendor #:** 10115
- **Attn:** Andrew Baum
- **Email:** andrew.baum@motorolasolutions.com
- **Address:** 1301 E. Algonquin Road
- **City:** Schaumburg
- **State:** IL
- **Zip:** 60196
- **Phone:** 224-523-5424
- **Fax:**

### Send Invoices To:
- **Dept:** DuPage ETSB
- **Division:**
- **Attn:** 9-1-1 Coordinator
- **Email:** etsb911@dupageco.org
- **Address:** 421 N. County Farm Road
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-550-7743
- **Fax:**

### Send Payments To:
- **Vendor:** Motorola Solutions, Inc.
- **Vendor #:** 10115
- **Attn:**
- **Email:**
- **Address:** 13108 Collections Center Drive
- **City:** Chicago
- **State:** IL
- **Zip:** 60693
- **Phone:** 847-576-5000
- **Fax:**

### Ship To:
- **Dept:** DuPage ETSB
- **Division:**
- **Attn:** 9-1-1 Coordinator
- **Email:** etsb911@dupageco.org
- **Address:** 421 N. County Farm Road
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-550-7743
- **Fax:**

### Payment Terms
- **F.O.B.:**
- **PO 20 Delivery Date:**

### Use for
- **Contract Administrator:** Eve Kraus
- **Contract Start Date:** Dec 1, 2018
- **Contract End Date:** Nov 30, 2019

### Requisition

<table>
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<tr>
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<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>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td>0.00</td>
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</tbody>
</table>

**Requisition Total:** $100,000.00

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

Term: 12/01/2018 - 11/30/2019

919104

### 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):

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
**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: DuPage ETSB</th>
<th>Department Contact: Eve Kraus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: etsb911@ dupageco.org</td>
<td>Contact Phone: 630-550-7743</td>
</tr>
<tr>
<td>Vendor Name: Motorola Solutions, Inc.</td>
<td>Vendor #: 10115</td>
</tr>
</tbody>
</table>

**Date:** Oct 22, 2018

**MinuteTraq (IQM2) ID #:**

**Department Requisition #:** 919104

---

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

Motorola has a master contract with the State of Illinois for STARCOM21. This contract has designated rates for radios, accessories, parts, and labor. This is an open purchase order request for $100,000.00 to service and maintain the 3500 portable radios in the DuPage Emergency Dispatch Interoperable Radio System (DEDIRS).

---

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

Motorola is a supplier with previous experience in radio system parts and repair. This open purchase order will allow the ETSB to purchase replacement parts for the radio system as needed throughout the fiscal year.

---

**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.

Motorola Solutions has centralized repair stations for items that can't be repaired in the field for mobile, portable and infrastructure products. An open purchase order allows the maintainer to service portable units and replace parts in a timely manner and return equipment back to operational status for first responders.

---

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

This purchase order is made through the IL State Master Contract STARCOM CMS3618850.

---

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

1. Approve the purchase order 919104 to allow timely repair of DEDIRS equipment and proper tracking of costs.
2. Deny the purchase order 919104 and delay the repair of first responder equipment.

---

**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.

These costs are budgeted for FY19 4000-5820-52100 and approval will allow staff to encumber funds.
### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

### Purpose of Form

An individual or entity (Form W-9 requestor) who is required to file an information return with the IRS must obtain the correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- **Form 1099-INT** (interest earned or paid)
# 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 Information
- **Company Name**: Motorola Solutions, Inc.
- **Company Contact**: Chris Chinnell
- **Contact Phone**: 847-489-9179
- **Contact Email**: chris.chinnell@motorolasolutions.com

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

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

<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>
<tbody>
<tr>
<td>Citizens for Dan Cronin</td>
<td>Motorola Solutions, Inc.</td>
<td>Cash</td>
<td>$500.00</td>
<td>Feb 20, 2018</td>
</tr>
</tbody>
</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.

### Lobbyists, Agents and Representatives

<table>
<thead>
<tr>
<th>Name</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.

**Authorised Signature**

**Printed Name**: Pat Hughes

**Title**: IL Sales Manager

**Date**: May 17, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page ____ of _____ (total number of pages)
October 13, 2018

Eve Kraus
ETSB Purchasing
DuPage County Farm Rd
Wheaton, IL 60187

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

Dear Ms. Kraus,

Motorola is pleased to work with the DuPage ETSB with the ordering of Radio Parts, Accessories and Services through a purchase order, not to exceed $100,000. The accessories, parts and services can be ordered through your Customer Support Manager, Andrew Baum.

Motorola will provide APX Accessories with a 31% discount, with parts at a 29% discount as included in the Illinois Convenience Contract. Also, Motorola will invoice at the System Technologist support rates included in the STARCOM21 Master Contract CMS3618850.

If the ETSB elects to not spend the remaining balance by 12/31/2019, Motorola will then invoice the ETSB for the amount owed as of 12/31/2019.

Please feel free to contact your Motorola Customer Support Manager, Andrew Baum, at andrew.baum@motorolasolutions.com or by phone at 224-523-5424.

Regards,

Andrew Baum
Customer Support Manager
Motorola Solutions, Inc
AWARDING RESOLUTION APPROVING PURCHASE ORDER 919109 TO INSIGHT PUBLIC SECTOR FOR A RENEWAL OF INVITATION TO BID #17-204-BF FOR MOBILE LAPTOPS FOR THE NEW CAD SYSTEM (NON-MONETARY)

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

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

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

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

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order 919109 to Insight Public Sector for the first renewal of invitation to bid #17-204-BF for mobile laptops for the new CAD system. This is a non-monetary purchase order for ETSB.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 919109, dated November 27, 2018, covering said, a renewal of contract pricing, be, and is hereby approved by the DU PAGE ETSB to Insight Public Sector, 2250 W. Pinehurst, Addison, IL 60101.

Enacted and approved this 11th day of December, 2018 at Wheaton, Illinois.

JOSEPH BLOCK, ACTING CHAIRMAN

Attest: _________________________________
JEAN KACZMAREK, COUNTY CLERK
**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: Insight Public Sector, Inc.</th>
<th><strong>Vendor #: 10809</strong></th>
<th><strong>Contract Term:</strong> 12/1/18-11/30/19</th>
<th><strong>Contract Total:</strong> $0.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: ETSB</td>
<td></td>
<td>Contact: Eve Kraus</td>
<td>Phone: 630-550-7743</td>
</tr>
<tr>
<td>Description of Procurement/Scope of Work/Background</td>
<td>Request for approval for Purchase Order 919109 to Insight Public Sector, Inc. for a one (1) year renewal per lowest responsible bid #17-204-BF. The bid identified four different device options for mobile Computer Aided Dispatch (CAD). Insight provided the lowest cost for three of the devices. Two of the three models are no longer available for purchase and have been updated from the original purchase order. The Dell Latitude 5414 Rugged has been replaced with the 5420 Rugged Laptop at $2,399.00 per unit (Part #3000030671015). The Dell Latitude Standard Laptop has been replaced with the 7390 Series at $1,325.00 per unit (Part #3000903762401). The Dell Latitude 5289 Convertible Tablet is still available at $1,139.36 per unit (Part #3000018817249). The contract allows for three (3) one-year renewals. This would be the first renewal.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reason for Procurement</td>
<td>Renewing the contract under bid #17-204-BF allows ETSB agencies to purchase the identified devices at a locked in, discounted rate for the next year. ETSB previously purchased one of each of the devices and is not currently purchasing any new.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FUNDING SOURCE**

- [ ] Procurement budgeted for (FY and budget code(s)): ________
- [ ] Budget Transfer (Date) ___________ Addtl Information

**DECISION MEMO NOT REQUIRED**

- [x] LOWEST RESPONSIBLE QUOTE # or BID # 17-204-BF (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:

**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: EK</th>
<th>Recommended for Approval Date: Nov 27, 2018</th>
<th>IT Approval, if required Date: N/A</th>
</tr>
</thead>
</table>

**REVIEWED BY (Initials Only)**

- Buyer Date __________________ Procurement Officer Date __________________
- Chief Financial Officer (Decision Memos Over $25,000) Date __________________ Chairman's Office (Decision Memos Over $25,000) Date __________________
<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
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<tbody>
<tr>
<td>210-AQPY</td>
<td>Dell Latitude 5420 Rugged, CTO</td>
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<tr>
<td>379-EDHB</td>
<td>8th Gen Intel Core i5-8350U Processor (Quad Core, 6M Cache, 1.7GHz,16W, vPro)</td>
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<tr>
<td>619-AI/KN</td>
<td>Win 10 Pro 64 English</td>
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<tr>
<td>338-BPVK</td>
<td>Integrated Intel UHD 620 Graphics on i5-8350U</td>
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<td>$1</td>
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<tr>
<td>370-AMEN</td>
<td>8GB, 2x4GB, 2400MHz DDR4 Non-ECC</td>
<td>1</td>
<td>$1</td>
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<tr>
<td>400-BBTW</td>
<td>M.2 256GB PCIe NVMe Class 40 Solid State Drive</td>
<td>1</td>
<td>$1</td>
</tr>
<tr>
<td>351-BDVP</td>
<td>14&quot; FHD WVA (1920 x 1080) Embedded Touch, Outdoor-Readable Screen, Camera with Privacy Shutter &amp; Microphone</td>
<td>1</td>
<td>$1</td>
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<td>Sealed Internal RGB Backlit English Keyboard</td>
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<tr>
<td>556-BZII</td>
<td>Qualcomm Snapdragon X20 (DW5821e) ATT</td>
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<td>492-BCNQ</td>
<td>90 Watt AC Adapter</td>
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<td>346-BEYG</td>
<td>Dell Top Case and Palmrest without Security</td>
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<tr>
<td>008-6784</td>
<td>ProSupport: Next Business Day Onsite, 3 Years</td>
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<td>Dell Limited Hardware Warrant Initial Year</td>
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<td>008-8309</td>
<td>ProSupport: 7X24 Technical Support, 3 Years</td>
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<tr>
<td>973-8199</td>
<td>Accidental Damage Service, 3 year</td>
<td>1</td>
<td>$1</td>
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</tbody>
</table>

The prices shown above are effective for 30 Days from date of quote. Items are subject to availability.

Quote Provided By:
Bob Erwin
Account Executive
Insight Public Sector
847-322-0898
bberwin@insight.com
<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Units</th>
<th>Price</th>
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</thead>
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<tr>
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</tr>
<tr>
<td>10-ANQM</td>
<td>Dell Latitude 7390</td>
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<td>$1,325.00</td>
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<tr>
<td>379-BCXF</td>
<td>8th Gen Intel Core i5-8250U Processor (Quad Core, 6MB Cache, 1.6GHz, 15W)</td>
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<tr>
<td>619-AHKN</td>
<td>Win 10 Pro 64 English, French, Spanish</td>
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<tr>
<td>338-BNEO</td>
<td>Intel Core i5-8250U Processor Base, Integrated UHD Graphics 620 with Displayport over USB Type-C</td>
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<tr>
<td>631-ABNZ</td>
<td>No Out-of-Band Systems Management</td>
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<tr>
<td>370-ADIB</td>
<td>6GB, 1x8GB, DDR4 2400MHz Memory</td>
<td>1</td>
<td></td>
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<tr>
<td>400-AOTF</td>
<td>M.2 256GB SATA Class 20 Solid State Drive</td>
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<td></td>
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<tr>
<td>391-BDLJ</td>
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<td>1</td>
<td></td>
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<tr>
<td>583-BDKG</td>
<td>Internal US English Qwerty Backlit Keyboard</td>
<td>1</td>
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<tr>
<td>570-AADK</td>
<td>No Mouse</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>555-BDWR</td>
<td>Qualcomm QCA61x4A 802.11ac Dual Band (2x2) Wireless Driver+ Bluetooth 4.1</td>
<td>1</td>
<td></td>
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<tr>
<td>555-BCMW</td>
<td>Qualcomm QCA61x4A 802.11ac Dual Band (2x2) Wireless Adapter+ Bluetooth 4.1</td>
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<td></td>
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<tr>
<td>556-BBVO</td>
<td>Qualcomm Snapdragon X7 LTE-A (DW5811e) Verizon</td>
<td>1</td>
<td></td>
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<tr>
<td>451-BBYD</td>
<td>(3-cell) 42 Whr Express Charge Capable</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>492-BBXF</td>
<td>65W AC Adapter, 3-pin</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>346-BCOV</td>
<td>Single Pointing, 52 key with Smartcard only with Displayport over Type C</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>658-BBRB</td>
<td>Waves Maxx Audio</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>804-2167</td>
<td>Dell Limited Hardware Warranty Plus Service</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>804-2173</td>
<td>ProSupport: Next Business Day Onsite, 3 Years</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>804-2174</td>
<td>ProSupport: 7x24 Technical Support, 3 Years</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>815-9446</td>
<td>Accidental Damage Service, 3 Years</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**Subtotal**: $1,325.00  
**Sales Tax**: $ -  
**Freight**: $ -  
**Total**: $1,325.00  

*Items are subject to availability.*

**Quote Provided By:**  
Bob Erwin  
Account Executive  
Insight Public Sector  
847-322-0898  
benwin@insight.com

---

7.C.3.a

**DuPage County ETSB**  
421 N COUNTY FARM RD  
WHEATON, IL 60187  

Attachment: Insight 919109 Mobile CAD renewal_Redacted (ETS-R-0003-19 : Insight 919109 Mobile laptops renewal)
Form W-9

Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Insight Public Sector, Inc.

2. Business name/inserted entity name, if different from above.

3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes:

☐ Individual/sole proprietor or
single-member LLC

☐ Limited liability company. Enter the tax classification (C = Corporation, S = Corporation, P = Partnership) _______.

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4. Exemption codes apply only to certain entities, not individuals; see instructions on page 3:

☐ Exempt payee code (if any) □

☐ Exemption from FATCA reporting code (if any) □

(Applicable to accounts maintained outside the U.S.)

5. Address (number, street, and apt. or suite no.; see instructions):

6820 S. Harl Ave

6. City, state, and ZIP code:

Tempe, AZ 85283

7. List account number(s) here (optional):

Attachments: Insight 919109 Mobile CAD renewal_Redacted (ETS-R-0003-19 : Insight 919109 Mobile laptops renewal)

Part I: Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Number to Give the Requester for guidelines on whose number to enter.

Part II: Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Signature of U.S. person ▶

Date ▶ 1/1/2018

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

• Form 1099-DIV (dividends, including those from stocks or mutual funds)
• Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
• Form 1099-G (proceeds from real estate transactions)
• Form 1099-K (miscellaneous third party network transactions)
• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
• Form 1099-C (canceled debt)
• Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is back-up withholding, later.
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>
<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.

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>
</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  Erica Falchetti

Title  Capture Manager

Date  10/12/18
AWARDING RESOLUTION TO DELL MARKETING LP PO 919114 FOR A REPLACEMENT SERVER FOR SOLARWINDS (TOTAL AMOUNT: $12,924.27)

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

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

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

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

WHEREAS, the 9-1-1 System Coordinator recommends DU PAGE ETS Board approval of Procurement Purchase Order Requisition 919114 to Dell Marketing LP to replace a server for SolarWinds software that has reached end of life. Total amount of $12,924.27.

NOW, THEREFORE BE IT RESOLVED, that DU PAGE ETSB Requisition 919114, dated November 27, 2018, covering said, replacement of SolarWinds server, be, and is hereby approved by the DU PAGE ETSB to Dell Marketing LP, One Dell Way, Round Rock, TX 78682 for a total of $12,924.27.

Enacted and approved this 11th day of December, 2018 at Wheaton, Illinois.

JOSEPH BLOCK, ACTING CHAIRMAN

Attest: _________________________________

JEAN KACZMAREK, COUNTY CLERK
# 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: Dell Marketing, LP</th>
<th>Vendor #: 10850</th>
<th>Contract Term: One time purchase</th>
<th>Contract Total: $12,924.27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: ETS8</td>
<td>Contact: Eve Kraus</td>
<td>Phone: 630-530-7743</td>
<td>Assigned Committee: ETSB</td>
</tr>
</tbody>
</table>

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

Recommendation for approval of Purchase Order 919114 to Dell Marketing, LP per Master Price Agreement MHEC-07012015 for a replacement server for SolarWinds software. The requested purchase is for a total of $12,924.27.

**Reason for Procurement**

The current SolarWinds server has reached its end of life and is due to be replaced.

## FUNDING SOURCE

- Procurement budgeted for (FY and budget code(s)): FY19 4000-5820-54100

## 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:

## DECISION MEMO REQUIRED

- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- Under Government Joint Purchasing Act (30ILCS525) select one below
  - Other Government Entity: MHEC-07012015, Dell Contract No 99AGZ

- 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>
<th>IT Approval, if required</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>EK</td>
<td>Nov 27, 2018</td>
<td>[Signature]</td>
<td>11/27/2018</td>
<td>N/A</td>
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</tr>
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</table>

## REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
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<tbody>
<tr>
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<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>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Purchase Requisition

**Procurement Services Division**

### Send Purchase Order To:
- **Vendor:** Dell Marketing, LP
  - **Vendor #:** 10850
- **Attn:** Devin Wells
  - **Email:** devin.wells@dell.com
- **Address:** One Dell Way
- **City:** Round Rock
  - **State:** TX
  - **Zip:** 78682
- **Phone:** 
  - **Fax:**

### Send Invoices To:
- **Dept:** DuPage ETSB
- **Attn:** 9-1-1 Coordinator
  - **Email:** etsb911@dupageco.org
- **Address:** 421 N. County Farm Road
- **City:** Wheaton
  - **State:** IL
  - **Zip:** 60187
- **Phone:** 630-550-7743
  - **Fax:**

### Send Payments To:
- **Vendor:** Dell Marketing, LP
  - **Vendor #:** 10850
- **Attn:** 
- **Address:** c/o Dell USA LP, PO Box 802816
- **City:** Chicago
  - **State:** IL
  - **Zip:** 60680
- **Phone:** 
  - **Fax:**

### Ship To:
- **Dept:** DuPage ETSB
- **Attn:** 9-1-1 Coordinator
  - **Email:** etsb911@dupageco.org
- **Address:** 421 N. County Farm Road
- **City:** Wheaton
  - **State:** IL
  - **Zip:** 60187
- **Phone:** 630-550-7743
  - **Fax:**

### Payment Terms
- **PER 50 ILCS 505/1**
- **F.O.B.:** Destination
- **PO 20 Delivery Date:** Dec 11, 2018
- **Requisitioner:** Eve Kraus
- **Use for:** Contract Administrator
- **Contract Start Date:**
- **Contract End Date:**
- **Use for:** PO25 only

<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>
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<tbody>
<tr>
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<td>PowerEdge R740XD - [amer_r740xd_12238]</td>
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<td>19</td>
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<td>54100</td>
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<td>12,924.27</td>
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<td></td>
<td></td>
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<td></td>
<td>0.00</td>
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</tr>
</tbody>
</table>

### Header Comments (these comments will appear on the PO20 and PO25 Purchase Order):
- **Quote:** 3000031240863.1

### 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):

---

**Date:** Nov 27, 2018

**Packet Pg. 100**
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: ETSB
Contact Email: etsb911@dupageco.org
Vendor Name: Dell Marketing, LP

Department Contact: Eve Kraus
Contact Phone: 630-550-7743
Vendor #: 10850

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

Recommendation for the approval of Purchase Order 919114 made through the Master Price Agreement MHEC-07012015 for a server for SolarWinds software in the amount of $12,924.27.

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

SolarWinds is a monitoring software used for Computer Aided Dispatch (CAD), NetMotion and other 9-1-1 systems. The software will be used to notify ETSB technical staff of potential issues so preventative measures can be taken before a system failure. The current SolarWinds server has reached its end of life and are due to be replaced.

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.

This procurement allows ETSB to purchase the necessary replacement equipment at a discounted rate.

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

This Purchase Order 919112 is made through the master price agreement between Midwestern Higher Education Commission and Dell Marketing, L.P. (MHEC-07012015), Dell contract code 99AGZ, at a discounted rate, through quote number 3000031240863.1.

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

1. Approve Purchase Order 919114 to allow for the purchase of a server to replace end of life equipment.
2. Deny Purchase Order 919114 and delay the procurement of a replacement server to run SolarWinds software.

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.

This is a budgeted expense for FY19 4000-5820-54100.
A quote for your consideration!

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Total: $12,924.27

Quote number: 3000031240863.1
Quote date: Nov. 27, 2018
Quote expiration: Dec. 27, 2018
Solution ID: 10371726
Deal ID: 15286060

Company name: DUPAGE COUNTY
Customer number: 15805502
Phone: (630) 682-7530

Sales rep information:
Devin Wells
Devin_Wells@Dell.com
(800) 456-3355
Ext: 5131453

Billing Information:
DUPAGE COUNTY
421 N COUNTY FARM RD
WHEATON
IL 60187-3978
US
(630) 682-7530

Pricing Summary

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Unit Price</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>PowerEdge R740XD - [amer_r740xd_12238]</td>
<td>1</td>
<td>$12,924.27</td>
<td>$12,924.27</td>
</tr>
</tbody>
</table>

Subtotal: $12,924.27
Shipping: $0.00
Environmental Fees: $0.00
Non-Taxable Amount: $12,924.27
Taxable Amount: $0.00
Estimated Tax: $0.00
Total: $12,924.27

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.
Dear Customer,

Your Quote is detailed below; please review the quote for product and information accuracy. If you find errors or desire certain changes please contact me as soon as possible.

Regards,
Devin Wells

Order this quote easily online through your Premier page, or if you do not have Premier, using Quote to Order

<table>
<thead>
<tr>
<th>SKU</th>
<th>Description</th>
<th>Qty</th>
<th>Unit Price</th>
<th>Subtotal</th>
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</thead>
<tbody>
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<td>-</td>
<td>-</td>
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<tr>
<td>461-AADZ</td>
<td>No Trusted Platform Module</td>
<td>1</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>321-BCPY</td>
<td>Chassis with Up to 24 x 2.5&quot; Hard Drives for 2CPU</td>
<td>1</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>340-BLBE</td>
<td>PowerEdge R740XD Shipping</td>
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<td>-</td>
<td>-</td>
</tr>
<tr>
<td>343-BBFL</td>
<td>PowerEdge R740 Shipping Material</td>
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<td>-</td>
<td>-</td>
</tr>
<tr>
<td>338-BLUM</td>
<td>Intel Xeon Bronze 3104 1.7G, 6C/6T, 9.6GT/s, 8M Cache, No Turbo, No HT (85W) DDR4-2133</td>
<td>1</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>374-BBPK</td>
<td>Intel Xeon Bronze 3104 1.7G, 6C/6T, 9.6GT/s, 8M Cache, No Turbo, No HT (85W) DDR4-2133</td>
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<td>-</td>
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<td>412-AAIQ</td>
<td>Standard 1U Heatsink</td>
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<td>412-AAIQ</td>
<td>Standard 1U Heatsink</td>
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<td>370-ADNU</td>
<td>2666MT/s RDIMMs</td>
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<td>370-AAIP</td>
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<td>Part Number</td>
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<td>Quantity</td>
<td>Status</td>
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<td>780-BCDS</td>
<td>Unconfigured RAID</td>
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<td>405-AADD</td>
<td>PERC H740P RAID Controller, 8GB NV Cache, Adapter, Low Profile</td>
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<td>619-ABVR</td>
<td>No Operating System</td>
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<td>421-5736</td>
<td>No Media Required</td>
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<tr>
<td>385-BBKT</td>
<td>iDRAC9, Enterprise</td>
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<td>528-BBWT</td>
<td>OME Server Configuration Management</td>
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<td>379-BCQV</td>
<td>iDRAC Group Manager, Enabled</td>
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<td>379-BCSF</td>
<td>iDRAC, Factory Generated Password</td>
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<tr>
<td>330-BBHB</td>
<td>Riser Config 2, 3 x8, 1 x16 slots</td>
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<td>540-BBUK</td>
<td>Broadcom 57416 2 Port 10Gb Base-T + 5720 2 Port 1Gb Base-T, rNDC</td>
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<td>384-BBPZ</td>
<td>6 Performance Fans forR740/740XD</td>
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<tr>
<td>450-ADWS</td>
<td>Dual, Hot-plug, Redundant Power Supply (1+1), 750W</td>
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<td>325-BCHU</td>
<td>PowerEdge 2U Standard Bezel</td>
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<td>389-BTTO</td>
<td>PE R740XD Luggage Tag</td>
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<tr>
<td>350-BBJU</td>
<td>Quick Sync 2 (At-the-box mgmt)</td>
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<tr>
<td>750-AA8F</td>
<td>Power Saving Dell Active Power Controller</td>
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<td>800-BBDM</td>
<td>UEFI BIOS Boot Mode with GPT Partition</td>
<td>1</td>
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<tr>
<td>770-BBBR</td>
<td>ReadyRails Sliding Rails With Cable Management Arm</td>
<td>1</td>
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<tr>
<td>429-AAOK</td>
<td>8X DVD-ROM, USB, EXTERNAL</td>
<td>1</td>
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<tr>
<td>631-AACK</td>
<td>No Systems Documentation, No OpenManage DVD Kit</td>
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<tr>
<td>332-1286</td>
<td>US Order</td>
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<td>813-6068</td>
<td>Dell Hardware Limited Warranty Plus On-Site Service</td>
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<td>813-6108</td>
<td>ProSupport Plus: Next Business Day On-Site Service After Problem Diagnosis, 3 Years</td>
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<td>813-6109</td>
<td>ProSupport Plus: 7x24 HW/SW Technical Support and Assistance, 3 Years</td>
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<tr>
<td>951-2015</td>
<td>Thank you for choosing Dell ProSupport Plus. For tech support, visit //www.dell.com/contactdell</td>
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<tr>
<td>900-9997</td>
<td>On-Site Installation Declined</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Part No.</td>
<td>Description</td>
<td>Qty</td>
<td>Price</td>
<td>Total</td>
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<td>---------</td>
<td>------------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>973-2426</td>
<td>Declined Remote Consulting Service</td>
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<tr>
<td>370-ADND</td>
<td>16GB RDIMM, 2666MT/s, Dual Rank</td>
<td>2</td>
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<td>-</td>
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<tr>
<td>400-ASGQ</td>
<td>300GB 15K RPM SAS 12Gbps 512n 2.5in Hot-plug Hard Drive</td>
<td>18</td>
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<td>400-AWHC</td>
<td>240GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD, 438 TBW</td>
<td>3</td>
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<tr>
<td>450-AALV</td>
<td>NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America</td>
<td>2</td>
<td>-</td>
<td>-</td>
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</tbody>
</table>

Subtotal: $12,924.27
Shipping: $0.00
Environmental Fees: $0.00
Estimated Tax: $0.00
Total: $12,924.27
Unless you have a separate written agreement that specifically applies to this order, your order is subject to Dell's Terms of Sale (for consumers the terms include a binding arbitration provision). Please see the legal disclaimers below for further information.

Important Notes

Terms of Sale

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: Dell’s Terms of Sale (www.dell.com/learn/us/en/uscorp1/terms-of-sale), which include a binding consumer arbitration provision and incorporate Dell’s U.S. Return Policy (www.dell.com/returnpolicy) and Warranty (for Consumer warranties ; for Commercial warranties).

If this purchase includes services: in addition to the foregoing applicable terms, the terms of your service contract will apply (Consumer;Commercial). If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A (www.dell.com/AEULA) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S (www.dell.com/SEULA).

If your purchase is for Mozy, in addition to the foregoing applicable terms, your use of the Mozy service is subject to the terms and conditions located at https://mozy.com/about/legal/terms.

If your purchase is for Boomi services or support, your use of the Boomi Services (and related professional service) is subject to the terms and conditions located at https://boomi.com/msa.

If this purchase is for (a) a storage product identified in the DELL EMC Satisfaction Guarantee Terms and Conditions located at

http://www.emc.com/collateral/sales/dell EMC-satisfaction-guarantee-terms-and-conditions_ex-gc.pdf ("Satisfaction Guarantee") and (ii) three (3) years of a ProSupport Service for such storage product, in addition to the foregoing applicable terms, such storage product is subject to the Satisfaction Guarantee.

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: Dell Marketing L.P.

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.
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: ____________ Apr 24, 2018

Company Name: Dell Marketing L.P. 
Company Contact: James L. Carranco
Contact Phone: 1800 981 3355 Ext. 5139196 
Contact Email: James_L_Carranco@dell.com

The DuPage County Procurement Ordinance requires the following 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 of $25,000 or in excess of $25,000, shall provide to Procurement Services Division the 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 contractor 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.

\[ \text{\textbf{NONE (check here) - If no contributions have been made}} \]

<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.

\[ \text{\textbf{NONE (check here) - If no contacts have been made}} \]

<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.

** Dell will notify SAM of any changes in status. Dell cannot notify all customers individually. **

** 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.dupagecco.org/CountyBoard/Policies/

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

Authorized Signature: 
Digitally signed by Cyndi. Radel
Date: 2018.04.24 08:50:16 -05'00' *To the best of my knowledge and belief

Printed Name: Cynthia B. Radel 
Title: Contract Program Manager 
Date: Apr 24, 2018

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

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER

Packet Pg. 107
Form W-9

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
   Dell Marketing LP

2. Business name/described entity name, if different from above:

3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the
   following boxes.
   ☐ Individual sole proprietor or single-member LLC
   ☐ C Corporation
   ☐ S Corporation
   ☐ Partnership
   ☐ Trust/estate

4. Exemptions (codes apply only to certain entities, not individuals; see instructions on page 5):
   ☐ Exempt payee code (if any)
   ☐ Exemption from FATCA reporting code (if any)

5. Other (see instructions) ▶

6. Address (number, street, and apt. or suite no.) See instructions.
   C/O Dell USA LP P.O. Box 802816
   Chicago, IL 60680-2816

7. List account number(s) here (optional)

Requestor’s name and address (optional)

Part I

Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see how to get a
TIN, later.

Social security number

or

Employer identification number

7 4 - 2 6 1 6 8 0 5

Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Number To Give the Requester for guidelines on whose number to enter.

Part II

Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out Item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, Item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶ 1 4 / 8

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (TIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1088-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cat. No. 10231X
Form W-9 (Rev. 11-2017)

Packet Pg. 108
RESOLUTION TO ADJUST THE SALARIES OF THE EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY STAFF IN CONCURRENCE WITH CHANGES AS AUTHORIZED BY THE DU PAGE COUNTY BOARD FOR FY19

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

WHEREAS, the DU PAGE ETSB is authorized and empowered, pursuant to Section 15.4 (b) of the Act to plan, implement, upgrade, and maintain an Emergency 9-1-1 System; and

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

WHEREAS, the DuPage County Board authorized a two percent (2%) cost of living wage adjustment for Fiscal Year 2018 for its employees; and

WHEREAS, the DU PAGE ETSB has determined that it will afford DU PAGE ETSB staff a two percent (2%) COLA increase concurrent with the two percent (2%) COLA increase authorized by the DuPage County Board on for Fiscal Year 2019; and

WHEREAS, the effective date for this COLA has been concurrent with the date authorized by the DuPage County Board, the DU PAGE ETSB Board shall hereby authorize and direct the DuPage County Human Resource Department to amend payroll documents to reflect a two percent (2%) increase for DU PAGE ETSB staff as shown on Attachment A of this resolution at such time as authorized by the DuPage County Board for other county employees.

NOW, THEREFORE BE IT RESOLVED, by this resolution the DU PAGE ETS Board does hereby approve and authorize a two percent (2%) COLA wage increase and directs the DuPage County Human Resource Department to amend payroll amounts retroactively and effective as concurrent with direction provided by the DuPage County Board for its employees.

Enacted and approved this 11th day of December, 2018 at Wheaton, Illinois.

JOSEPH BLOCK, ACTING CHAIRMAN

Attest: _________________________________

JEAN KACZMAREK, COUNTY CLERK
### Emergency Telephone System Board of DuPage County

#### Cost of Living Adjustment for FY2019

<table>
<thead>
<tr>
<th>Position</th>
<th>Job Code</th>
<th>Current Salary</th>
<th>2% COLA Adjustment</th>
<th>New Annual</th>
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<tbody>
<tr>
<td>Executive Director</td>
<td>2341</td>
<td>$155,142.29</td>
<td>$3,102.85</td>
<td>$158,245.14</td>
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<td>Deputy Director</td>
<td>2342</td>
<td>$118,855.30</td>
<td>$2,377.11</td>
<td>$121,232.41</td>
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<tr>
<td>CAD Administrator</td>
<td>1492</td>
<td>$93,636.00</td>
<td>$1,872.72</td>
<td>$95,508.72</td>
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<tr>
<td>Analyst 2</td>
<td>2446</td>
<td>$74,664.57</td>
<td>$1,493.29</td>
<td>$76,157.86</td>
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<tr>
<td>GIS Coordinator</td>
<td>5119</td>
<td>$67,569.75</td>
<td>$1,351.40</td>
<td>$68,921.15</td>
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<tr>
<td>Administrative Assistant</td>
<td>1164</td>
<td>$56,100.00</td>
<td>$1,122.00</td>
<td>$57,222.00</td>
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<tr>
<td>Administrative Specialist</td>
<td>1165</td>
<td>$37,500.06</td>
<td>$750.00</td>
<td>$38,250.06</td>
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**Total**                  |          | **$603,467.97** | **$12,069.36**     | **$615,537.33** |