1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. CHAIRMAN'S REMARKS - CHAIR ECKHOFF
5. APPROVAL OF MINUTES:
   A. Judicial and Public Safety Committee - Regular Meeting - Tuesday January 7th, 2020
6. BUDGET TRANSFERS
   A. Budget Transfers -- Transfer of funds from the Sheriff's Office/Crime Lab Grant 5000-4510-50040 (part-time), 51010 (Emp. Share IMRF), 51030 Emp. Share Soc. Security), 53510 (Travel Expense) and 53610 (Instr. Schooling) to 50010 (Overtime), 52200 (Oper. Supplies) and 54100 (IT Equip) adjustment to original grant budget, approved by Dept. of Justice, GAN 003 - $81,255
7. RESOLUTIONS
   A. FI-R-0047-20 RESOLUTION -- Additional Appropriation for the Juvenile Transportation Fund Company 1400, Accounting unit 6130 $50,000
   B. FI-R-0048-20 RESOLUTION -- Additional Appropriation for the Coroner's Fee Fund Company 1300, Accounting Unit 4130 $41,500.00
8. PROCUREMENT REQUISITIONS
   A. JPS-P-0039-20 Recommendation for the approval of a contract purchase order to Wayne Incorporated for radiological equipment, for the period of January 29, 2020 through January 28, 2021, for a contract total not to exceed $41,500
B. JPS-P-0040-20 West Publishing Recommendation for the approval of a contract purchase order to West, a Thomson Reuters Business for the purchase of legal books and updates for the Judiciary and staff. This contract covers the period of January 1, 2020 through December 31, 2024 for the 18th Judicial Circuit Court, for a contract total not to exceed $49,770.20, per 55 ILCS 5/5-1022 “Competitive Bids” (c) not suitable for competitive bids - Sole Source.

C. JPS-P-0041-20 Recommendation for the approval of a contract purchase order to Integrated Solutions Consulting, Inc., (Renewal #2) to provide CEMP Maintenance, Licensing, and Technical Upgrades, covering the period of December 1, 2019 through November 30, 2020 for the Office of Homeland Security Emergency Management for a contract total amount not to exceed $33,000.00. Per 55 ILCS 5/5-1022 Competitive Bids (d) IT/Telecom purchases under $35,000.00.

D. JPS-P-0034-20 Recommendation for the approval of a contract to Momkus, LLC to provide legal services, for the State’s Attorney’s Office, for the period of December, 20, 2019 through December 19, 2020, for a contract total amount not to exceed $25,000.00

E. JPS-CO-0001-20 Amendment to resolution JPS-P-250-16, issued to Microgenics Corporation to provide drug testing analyzer and drug testing supplies for use in urinalysis testing for the DuPage County Probation and Court Services, to increase the contract $45,000.00, resulting in a new contract total amount of $243,120.00, an increase of 22.71%

F. 2020-34 Recommendation for the approval of a contract to Insight Direct USA, Inc for the purchase of 21-Thinkcenter Desktops and 21- Microsoft Life Cams for the Sheriff’s Office, for a contract total not to exceed $15,530.76, per lowest responsible quote


9. OLD BUSINESS

10. NEW BUSINESS

11. ADJOURNMENT
1. CALL TO ORDER

8:00 AM meeting was called to order by Chairman Grant Eckhoff at 8:04 AM.

2. ROLL CALL

PRESENT: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

ABSENT:

3. PUBLIC COMMENT

None

4. CHAIRMAN'S REMARKS - CHAIR ECKHOFF

5. APPROVAL OF MINUTES:

A. Judicial/Public Safety Committee - Regular Meeting - Dec 3, 2019 8:00 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Donald Puchalski, District 1
SECONDER: James Healy, District 5
AYES: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

6. BUDGET TRANSFERS

Budget Transfers A, B, C, and D were combined and approved.
RESULT: APPROVED [UNANIMOUS]
MOVER: Peter DiCianni, District 2
SECONDER: James Healy, District 5
AYES: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

A. Budget Transfers -- Transfer of funds from account no 50000 (regular salaries) to account no 53020 (information technology svc) for the State Attorney's Office in the amount of $155,000.00 to cover Circuit Court Clerk storage and ingestion documents for FY19.

B. Budget Transfers -- Transfer of funds from account nos 52320 (medical/dental/lab supplies) and 53410 (rental of machinery & equip) to account nos 52200 (operating supplies & materials) and 53040 (interpreter services) for Probation in the amount of $9,600.00 to cover invoices for FY19.

C. Budget Transfers -- Transfer of funds from account 1400-5920-53020 Judicial/Neutral Site Custody Exchange- Information Technology Services to 1400-5920-52200 (Operating Supplies) and 1400-5920-53803 (Misc. Meeting Supplies) in the amount of $600 to cover projected deficits through fiscal year ended 11/30/19

D. Budget Transfers -- Transfer of funds from account 120-1300-4130-53610 (Instr./Schooling) and 1300-4130-53380 (Repair/Mtce. Auto Equipt) to 1300-4130-53090 (Professional Services) in the amount of $16,367 to cover expenses of toxicology and transportation of deceased persons.

7. RESOLUTIONS

A. FI-R-0034-20 RESOLUTION -- Acceptance and Appropriation of the FFY19 State Court Improvement Program Grant, Grant Award Agreement No. CIPBasic-G-1906, Company 5000 - Accounting Unit 6140, in the amount of $9,900

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: James Healy, District 5
AYES: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

B. JPS-P-0027-20 Recommendation for the approval of a contract purchase order to Northeast DuPage Youth and Family Services, to provide services to youths who are at risk of domestic violence and trauma, for Probation & Court Services. This contract covers the period of February 1, 2020 through January 31, 2021, for a contract total amount not to exceed $47,700.00. Other Professional Service, not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-300.4-108 (1) (b).
RESULT: APPROVED [UNANIMOUS]  
MOVER: Peter DiCianni, District 2  
SECONDER: Donald Puchalski, District 1  
AYES: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

8. PROCUREMENT REQUISITIONS

A. JPS-P-0019-20 Recommendation for the approval of a contract purchase order to Currie Motors Frankfort, Inc, for the purchase of thirteen (13) 2020 Ford Utility Interceptor AWD Hybrid NO Auxiliary Air Cond. and two (2) 2020 Ford Utility Police Interceptor AWD Hybrid WITH Auxiliary Air Cond. for the Sheriff's Office, for a contract total amount not to exceed $550,173.00, Per Cooperative Purchasing Agreement Pricing, in compliance with 30 ILCS 525/2 "Governmental Joint Purchasing Act" – NWMC Northwest Municipal Conference #152.

Member Zay inquired if servicing hybrid vehicles poses any concerns. Mike Tuman, Assistant County Engineer, verified it does not. This purchase is recommended by DOT.

RESULT: APPROVED [UNANIMOUS]  
MOVER: Peter DiCianni, District 2  
SECONDER: Robert L. Larsen, Vice Chair  
AYES: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

B. 2020-24 Judicial Systems, Inc. County Contract issued to Judicial System, Inc., for the annual maintenance for Jury Management System for the Jury Commission. This contract covers the period of March 1, 2020 through February 28, 2021, for a contract total amount not to exceed $8,706.00, per 55 ILCS 5/5-1022 “Competitive Bids” (c) not suitable for competitive bids - Sole Source.

RESULT: APPROVED [UNANIMOUS]  
MOVER: James Zay, District 6  
SECONDER: James Healy, District 5  
AYES: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

9. GRANTS


B. Grant Proposal Notifications -- GPN 002-20 CIP-State Court Improvement Program - Administrative Office of the Illinois Courts - Department of Probation and Court Services - $9,900

10. INFORMATIONAL


Informational item 10.A was accepted and placed on file.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sam Tornatore, District 1
SECONDER: Sean T. Noonan, District 2
AYES: Covert, DiCianni, Eckhoff, Elliott, Healy, Krajewski, Larsen, Noonan, Puchalski, Renehan, Tornatore, Zay

11. OLD BUSINESS
None

12. NEW BUSINESS
None

13. ADJOURNMENT
Without objection, the meeting was adjourned at 8:09 a.m.
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective September 21, 2016

From: 5000

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<th>Sub-Account</th>
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Total $81,255.00

To: 5000

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Total $81,255.00

Reason for Request:
Adjustment to original grant budget, approved by Dept of Justice, GAN 003

Finance Department Use Only

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Packet Pg. 7
Resolution
FI-R-0047-20

ADDITIONAL APPROPRIATION FOR THE
JUVENILE TRANSPORTATION FUND
COMPANY 1400, ACCOUNTING UNIT 6130
$50,000

WHEREAS, appropriations for the JUVENILE TRANSPORTATION FUND for Fiscal Year 2019 were adopted by the County Board pursuant to Ordinance FI-O-0075-18; and

WHEREAS, due to costs associated with an increase in the average daily population detained at the Kane County Juvenile Justice Center unforeseen at the time of budget development, there is a need for an additional appropriation in the JUVENILE TRANSPORTATION FUND – COMPANY 1400, ACCOUNTING UNIT 6130; and

WHEREAS, the amount necessary to accommodate said needs due to costs associated with an increase in the average daily population detained at the Kane County Juvenile Justice Center is $50,000 (FIFTY THOUSAND AND NO/100 DOLLARS); and

WHEREAS, there is sufficient unappropriated cash in the Juvenile Transportation Fund to support an additional appropriation of $50,000 (FIFTY THOUSAND AND NO/100 DOLLARS); and

WHEREAS, the need to provide an additional appropriation in the amount of $50,000 (FIFTY THOUSAND AND NO/100 DOLLARS) in the JUVENILE TRANSPORTATION FUND – COMPANY 1400, ACCOUNTING UNIT 6130 creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED, by the DuPage County Board that an additional appropriation (Attachment) in the amount of $50,000 (FIFTY THOUSAND AND NO/100 DOLLARS) in the JUVENILE TRANSPORTATION FUND – COMPANY 1400, ACCOUNTING UNIT 6130 is hereby approved and added to the Fiscal Year 2019 Appropriation Ordinance.

Enacted and approved this 28th day of January, 2020 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ________________
JEAN KACZMAREK, COUNTY CLERK
ADDITIONAL APPROPRIATION FOR THE
JUVENILE TRANSPORTATION FUND
COMPANY 1400, ACCOUNTING UNIT 6130
$50,000

FUNDING SOURCE

1400-9131-30000 – Fund Balance $50,000

TOTAL FUNDING SOURCE -
COMPANY 1400, ACCOUNTING UNIT 6130 $50,000

EXPENDITURES

CONTRACTUAL

53090-0000 – Other Professional Services $50,000

Total Contractual $50,000

TOTAL ADDITIONAL APPROPRIATION -
COMPANY 1400, ACCOUNTING UNIT 6130 $50,000
Resolution
FI-R-0048-20

ADDITIONAL APPROPRIATION FOR THE
CORONER’S FEE FUND
COMPANY 1300, ACCOUNTING UNIT 4130
$41,500

WHEREAS, appropriations for the CORONER’S FEE FUND for Fiscal Year 2020 were
adopted by the County Board pursuant to Ordinance FI-O-0064-19; and

WHEREAS, due to a need to replace outdated and unusable equipment in the isolation
suite unforeseen at the time of budget development, there is a need for an additional
appropriation in the CORONER’S FEE FUND - COMPANY 1300, ACCOUNTING UNIT 4130; and

WHEREAS, the amount necessary to accommodate said needs to replace outdated and
unusable equipment in the isolation suite is $41,500 (FORTY-ONE THOUSAND FIVE
HUNDRED, AND NO/100 DOLLARS); and

WHEREAS, there is sufficient unappropriated cash in the CORONER’S FEE FUND -
COMPANY 1300, ACCOUNTING UNIT 4130 to support an additional appropriation of
$41,500 (FORTY-ONE THOUSAND FIVE HUNDRED AND NO/100 DOLLARS); and

WHEREAS, the need to provide an additional appropriation in the amount of $41,500
(FORTY-ONE THOUSAND FIVE HUNDRED AND NO/100 DOLLARS) in the CORONER’S
FEE FUND - COMPANY 1300, ACCOUNTING UNIT 4130 creates an emergency within the
meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED, by the DuPage County Board that an
additional appropriation (Attachment) in the amount of $41,500 (FORTY-ONE THOUSAND
FIVE HUNDRED AND NO/100 DOLLARS) in the CORONER’S FEE FUND - COMPANY
1300, ACCOUNTING UNIT 4130 is hereby approved and added to the Fiscal Year 2020
Appropriation Ordinance.

Enacted and approved this 28th day of January, 2020 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ________________________________
JEAN KACZMAREK, COUNTY CLERK
ADDITIONAL APPROPRIATION FOR THE  
CORONER’S FEE FUND  
COMPANY 1300, ACCOUNTING UNIT 4130  
$41,500

FUNDING SOURCE

30000-0000 – Fund Balance $41,500

TOTAL FUNDING SOURCE -  
COMPANY 1300, ACCOUNTING UNIT 4130 $41,500

EXPENDITURES

CAPITAL OUTLAY

54110-0000 – Equipment and Machinery $41,500

Total Capital Outlay $41,500

TOTAL ADDITIONAL APPROPRIATION -  
COMPANY 1300, ACCOUNTING UNIT 4130 $41,500
WHEREAS, proposals have been taken and processed in accordance with County Board policy; and

WHEREAS, the Judicial Public Safety Committee recommends County Board approval for the issuance of a contract to Wayne Incorporated for the purchase of radiological equipment, for the Coroner’s Office, for the period of January 29, 2020 to January 28, 2021.

NOW, THEREFORE BE IT RESOLVED, that said contract for Wayne Incorporated for the Coroner’s Office, for the period of January 29, 2020 to January 28, 2021, be, and it is hereby approved for the issuance of a County Contract by the Procurement Services Division to Wayne Incorporated, 650 Wheat Lane, Wood Dale, IL, for a contract total amount not to exceed $41,500.00.

Enacted and approved this 28th day of January, 2020 at Wheaton, Illinois.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ________________________________
JEAN KACZMAREK, COUNTY CLERK
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<th>CONTRACT TERM</th>
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**SOLICITATION METHOD FOR SOURCE SELECTION**

No Decision Memo Required  
Sole Source - Attach Sole Source Justification

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<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
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<tr>
<td>Nancy Buckley</td>
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<tr>
<td>County Board</td>
<td>Pending</td>
<td>01/28/2020 10:00 AM</td>
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**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

---

**Vendor:** Wayne Incorporated  
**Vendor #:** 11597

**Dept:** Coroner  
**Contact:** Gaby Vacala  
**Phone:** 630-407-2600 x2612

**Description of Procurement/Scope of Work:** We have really old and outdated radiological equipment in our isolation suite that is not able to be used. We are going to have that equipment removed and replaced by our current working equipment; however, this equipment has been utilized well past useful lifespan and still works. We will be placing this equipment into the isolation suite and purchasing new equipment for current radiology room.

**Reason for Procurement:** Our current equipment is well past its expected useful lifespan and still works. We are requesting to purchase new equipment in order to have two functioning units for high volume situations including mass disaster instances.

**FUNDING SOURCE**

- [ ] Procurement budgeted for (FY and budget code(s));
- [x] Budget Transfer (Date) 1/27/20  
  Add'l Information Additional Appropriation requested

**DECISION MEMO NOT REQUIRED**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid #  
  [ ] Intergovernmental Agreement
- [x] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  
  [ ] 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 (30ILCS5525)
- [ ] 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)**

GV  
Jan 10, 2020

**REVIEWED BY (Initials Only)**

Boyer  
1/14/20  
Procurement Officer  
1-15-20

Chief Financial Officer  
(Decision Memos Over $25,000)  
1-15-20  
Chairman's Office  
(Decision Memos Over $25,000)

---

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JUSTIFICATION FOR SOLE SOURCE

(Please complete and attach to purchase requisition)

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<th>DEPARTMENT</th>
<th>PRODUCT #</th>
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<td></td>
<td>Del Medical</td>
<td>Coroner</td>
<td>Del Medical Floor Mounted XRay System</td>
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DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:
Del Medical Floor Mounted XRay System will provide new and updated equipment which will be placed in our current radiology room, in which the current equipment will be replacing the out dated and unusable equipment in the isolation suite. This is needed for potential heavy caseloads and/or disaster situations whereas we would have two functional units rather than a single operating unit.

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

REQUESTED SOURCE: Wayne Incorporated
PHONE: 630-562-1613
CONTACT: Josh Landa
WEBSITE: www.waynexray.com

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS VENDOR'S PRODUCT OR SERVICE PROVIDE WHICH ARE NOT AVAILABLE FROM OTHER VENDORS? (Please be specific)
This equipment matches the current x-ray system that will become the department backup unit. This will benefit the department through consistent interface and service.

HAS THE MARKET BEEN TESTED LATELY (LAST 12 MONTHS) ON THE APPLICABILITY OF SOLE SOURCE? (If not, why not?)
Procurement did receive a quote that validated the price that was received from Wayne Incorporated and was competitive.

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

Signature on file

DEPARTMENT APPROVAL: 1/10/20
Purchasing Review: Date

Attachment: Wayne Incorporated Sole Source (JPS-P-0039-20 : Wayne, Inc.)
Wayne Incorporated is pleased to submit the following price quotation:

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<th>Unit</th>
<th>Description</th>
<th>Unit Price</th>
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Item Features:
- Platform Tube Mount
- Telescopic vertical column with tube support and operator controls
- 10 ft. (305 cm) longitudinal rail standard
- Focal Spot Travel
- Transverse Travel 10.75 in. (27 cm)
- Vertical Travel 62.75 in. (160 cm)
- Minimum ceiling height = 87 in. (221 cm)
- Pressure activated 180° column rotation
- ±180° tube rotation about the horizontal axis
- Control buttons for the following actions: (located on the control handle)
  - Longitudinal lock, transverse lock, vertical lock, column rotation roll lock, all locks and automatic detent stops (both horizontal and vertical)
  - Centering detent aligns focal spot to image receptor
  - Electromagnetic locks
- Ralco Certified Manual Collimator
  - External adjustment of mirror angulation
  - High luminosity power LED for light field projection. LED cluster life: 50,000 hours
  - Timer that limits cluster ON time to 30 seconds
  - Radiation shielding: 150 kVp - 4 mA
  - Minimum inherent filtration 2mm aluminum equivalent. (1mm on request)
  - Continuous film coverage from min. 00 x 00cm to max. 48 x 48cm at 100cm FFD (SID)
- DM-CM32
- Del Medical CM Series 32kW, 400mA, High Frequency Generator (Single or Three Phase)

TERMS OF PAYMENT: 65% Down at time of Order, Balance Due at Installation
A 2% FEE WILL BE ADDED FOR CREDIT CARD PAYMENTS

Grand Total

Quotation presented by

Josh Landa

Wayne Incorporated

To accept this quotation, sign here and return:

Date:

We look forward to serving you!
Wayne Incorporated is pleased to submit the following price quotation:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>- 125 kVp (40-125 kV; 150 kV optional - 3 Phase Only)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 10-400 mA Range</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 0.1-500 mAs Range</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Low Speed Starter</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 0.001 s - 6.3 s Exposure Timer Range</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Anatomical Programming with 1024 programmable technique selections</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- One, two, or three point technique selection</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Two Bucky Capability</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Power Cabinet with Auxiliary Power Supply</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Tube Protection Circuitry</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Integrated service software assists in calibration and service</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Self-diagnostic circuitry with error code recording for fast trouble shooting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- DM-AFC-INT-HON</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- AEC kit with interface board and one (1) ion Chamber</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- TUBE-E7242-90</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Toshiba E7242FX Tube - 90° cable arms, 0.6x1.5mm FS, 200kHU, 125kVp, 14° target, 3 anode&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- DM-CAB-HV-25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 125’ Generator High Voltage Cables, 150 kVp</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- DM-EV800</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Del Medical EV800 Elevating Table with Four-Way Float Top</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 800 lb. (363 kg) patient load capacity</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 86.5 (220cm) x 35.9 (91cm) fiber resin table-top</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Height adjustment: 21.75 in. (55.25cm) to 33.77 in. (85.8cm)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Table top movement: +/- 21.25 in. (54cm) longitudinal. +/- 4.5 in. (11.4cm) transverse</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Bucky travel: +/- 8.5 in. (22cm) longitudinal</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Quiet duty motor with efficient elevating action</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Recessed foot treadle lock controls for longitudinal and transverse, table top up/down movement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Integral collision safety sensors</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- DM-GC-TRAY</td>
</tr>
</tbody>
</table>

TERMS OF PAYMENT: 65% Down at time of Order, Balance Due at Installation A 2% FEE WILL BE ADDED FOR CREDIT CARD PAYMENTS

Grand Total

Quotation presented by: Josh Landez

To accept this quotation, sign here and return: 

Wayne Incorporated

Date: 

We look forward to serving you!

Page 2
Wayne Incorporated is pleased to submit the following price quotation:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Unit</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>1 Grid cabinet, 17 in. x 17 in. (43cm x 43cm) and One deluxe, heavy-duty</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>manual cassette tray</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>GRID-103-10-34</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1103 Line, 10:1 Ratio, 34-44&quot; Grid</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Net Total:$29,550.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DM-AEC-INT-210N</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>AEC kit with interface board and two (2) Ion Chambers</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Add $1850.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DM-VS100</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>VS100 Wall Stand</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Add $1840</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DM-GC-TRAY</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Grid Cabinet with a manual cassette tray</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Add $900</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>GRID-103-10-40</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>103 Line, 10:1 Ratio, 40-72&quot; Grid</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Add $360</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature:
Effective Date:

Name (Print):
Title:

Please sign and email to Leslie Guzowski at lguzowski@waynexray.com.

SCOPE OF WORK REQUIRED:
- DE-INSTALL EXISTING RAD ROOM IN ISOLATION ROOM 6 HOURS
- DE-INSTALL EXISTING RAD ROOM AND RE-DEPLOY INTO

TERMS OF PAYMENT: 65% Down at time of Order, Balance Due at Installation
A 2% FEE WILL BE ADDED FOR CREDIT CARD PAYMENTS

Grand Total

Quotation presented by      Wayne Incorporated
Josh Landa

To accept this quotation, sign here and return:

Date:

We look forward to serving you!
Wayne Incorporated is pleased to submit the following price quotation:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>ISOATION ROOM 10 HOURS. DELIVER AND INSTALL NEW RAD ROOM IN XRAY DEPARTMENT, TEST AND CALIBRATE 14 HOURS. 30 HOURS TOTAL LABOR INCLUDED IN PURCHASE PRICE.</td>
</tr>
</tbody>
</table>

**TERMS OF PAYMENT:** 85% Down at time of Order, Balance Due at Installation A 2% FEE WILL BE ADDED FOR CREDIT CARD PAYMENTS

**Grand Total** $41,500.00

_Terms of payment: 85% Down at time of Order, Balance Due at Installation A 2% Fee will be added for credit card payments._

_Quotation presented by_  
Josh Landau  
Wayne Incorporated

To accept this quotation, sign here and return:  

_We look forward to serving you!_
Requisition 25k and over

JPS-P-0040-20

AWARDING RESOLUTION ISSUED TO
WEST PUBLISHING CORPORATION
LEGAL BOOKS AND UPDATES
FOR THE 18TH JUDICIAL COURT
CONTRACT TOTAL NOT TO EXCEED $49,770.20

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

WHEREAS, the Judicial/Public Safety committee recommends County Board approval for the issuance of a contract purchase order with West Publishing Corporation to provide legal books and updates for the period January 1, 2020 through December 31, 2024, for the 18th Judicial Circuit Court.

NOW, THEREFORE, BE IT RESOLVED, that County Contract, covering said, to provide legal books and updates, for the 18th Judicial Circuit Court for the period January 1, 2020 through December 31, 2024, for the 18th Judicial Circuit Court, be, and is hereby approved for the issuance of a contract purchase order by the Procurement Division to West Publishing Corporation, 610 Opperman Drive, St. Paul, MN 55164.

Enacted and approved this 28th day of January, 2020 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ______________________________________
JEAN KACZMAREK, COUNTY CLERK
## PROCUREMENT REVIEW CHECKLIST

**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 23, 2019</td>
<td>1/1/20-12/31/24</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>$49,770.20</td>
<td>CIRCUIT COURT</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  
Sole Source - Attach Sole Source Justification

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bernadette Mason</td>
<td>Completed</td>
<td>12/23/2019 10:15 AM</td>
</tr>
<tr>
<td>Nancy Buckley</td>
<td>Completed</td>
<td>12/26/2019 9:26 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>12/26/2019 9:28 AM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>12/26/2019 9:39 AM</td>
</tr>
<tr>
<td>Nancy Buckley</td>
<td>Completed</td>
<td>12/30/2019 10:16 AM</td>
</tr>
<tr>
<td>Judicial/Public Safety Committee</td>
<td>Pending</td>
<td>01/21/2020 8:00 AM</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Pending</td>
<td>01/28/2020 8:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>01/28/2020 10:00 AM</td>
</tr>
</tbody>
</table>
**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

---

**Vendor:** West Publishing Corp.  
**Vendor #:** 11169  
**Contract #:** 11/1-12/31/24  
**Contract Total:** $49,770.20

**Dept:** Circuit Court  
**Contact:** Lisa Herpel  
**Phone:** 407-8788  
**Assigned Committee:** Judicial Public Safety

---

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

To purchase legal books and updates for the book collections for the Judiciary.

**Reason for Procurement:**

Judges, staff attorneys and court staff require research materials to carry out their assigned duties.

---

**FUNDING SOURCE**

- Procurement budgeted for (FY and budget code(s)): FY2020-2024 1000-5900-52200

---

**DEcision Memo Not Required**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # (QUOTE <$25,000, BID <$25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid #  
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 ‘Competitive Bids’ (d) IT/Telecom purchases under $35,000.00  
- [ ] PER 55 ILCS 5/5-1022 ‘Competitive Bids’ (c) not suitable for competitive bidding. Explain below:

---

**DEcision Memo Required**

- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (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 5010/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST W AVER 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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12/23/19</td>
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</tr>
</tbody>
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**Reviewed By (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12-26-19</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
<th>Chairman’s Office</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12-26-19</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**Revision Information**

Rev 1.8
Date: 9/11/17
WEST ORDER FORM - For Assured Print Pricing Service
610 Opperman Drive
St. Paul, MN 55164-1803
Tel: 651/687-8000

Check West account status below as applicable:
New [ ] (NACI Form attached) Existing with no changes [x] Existing with changes [ ]
Existing with Increase Credit Limit [ ] (Permanent name change must attach a Customer Name Change Form)

Rep Name & Number Ryan Tracy 6037018

Acct # 1000503330 Quote # [ ] PO # [ ] Date 12-13-19
Name/Subscriber Dupage County 18th Judicial Dist
Order Confirmation Contact Name Lisa Herpel
E-Mail Lisa.Herpel@18thjudicial.org
Westlaw Password Contact Name (for password delivery)

Permanent Address Change [ ] One-Time Ship To [ ] Additional Ship To [ ] Additional Bill To [ ]
Name [ ] Attn: [ ]
Address [ ] Suite/Floor [ ]
City [ ] State [ ] County [ ] Zip [ ]

Assured Print Pricing Service Products

<table>
<thead>
<tr>
<th>Full Svc #</th>
<th>Assured Print Pricing Service</th>
<th>Quantity</th>
<th>List Charges</th>
<th>Other</th>
<th>Monthly Charges</th>
</tr>
</thead>
</table>

Notes:

* Total Charges $

*Total Charges includes charges from Attachment (798.dot), if applicable, which is incorporated by reference.

Monthly Charges begin on the date West Publishing Corporation ("West", "we" or "our") processes Subscriber's ("you" or "I") order and will be prorated for the number of days remaining in that calendar month, if any. Your Monthly Charges will continue for the term of complete calendar months you initial below ("Minimum Term").

During your subscription terms, you will receive subscription services consisting of automatic shipments of updates and supplements to the print product, including but not limited to pocket parts, pamphlets, replacement volumes, or loose-leaf pages, as available.

Initial below to select the Minimum Term.

24 month Minimum Term. Monthly Charges for the second 12 months will be 8% over the first 12 months.

36 month Minimum Term. Monthly Charges for the second 12 months will be 5% over the first 12 months; Monthly Charges for the third 12 months will be 5% over the second 12 months.

60 month Minimum Term. Monthly Charges for the second 12 months will be 3% over the first 12 months; Monthly Charges for the third 12 months will be 3% over the second 12 months; Monthly Charges for the fourth 12 months will be 3% over the third 12 months; Monthly Charges for the fifth 12 months will be 3% over the fourth 12 months.

120 month Minimum Term. Monthly Charges for the second 12 months will be 1% over the first 12 months; Monthly Charges for the third 12 months will be 1% over the second 12 months; Monthly Charges for the fourth 12 months will be 1% over the third 12 months; Monthly Charges for the fifth 12 months will be 1% over the fourth 12 months; Monthly Charges for the sixth 12 months will be 1% over the fifth 12 months; Monthly Charges for the seventh 12 months will be 1% over the sixth 12 months; Monthly Charges for the eighth 12 months will be 1% over the seventh 12 months; Monthly Charges for the ninth 12 months will be 1% over the eighth 12 months Monthly Charges for the tenth 12 months will be 1% over the ninth 12 months.

8/1/19
SAMnet
5. Returns to SAMInet 4-l6.dot request, you may make account payments. You are responsible for all applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys fees.

2. Settling a Disputed Balance. Payments marked "paid in full", or with any other restrictive language, will not operate as an accord and satisfaction without our prior written approval. We reserve the right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

3. Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

4. Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic funds transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you are authorizing us as part of this order, or have already authorized us to bill a credit card or debit card or make electronic fund transfer for West subscriptions on an ongoing basis, no further action is needed.

5. Returns and Refunds. If you are not completely satisfied with any print or CD-ROM product received from us, the product may be returned within 45 days of the shipment date for a full refund or credit, in accordance with our then-current Assured Print Pricing return policy. Assured Print Pricing and Data Privacy Advisor charges are not refundable.

8.B.b
Please see [http://static.legalolutions.thomsonreuters.com/static/returns-refunds.pdf](http://static.legalolutions.thomsonreuters.com/static/returns-refunds.pdf) or contact Customer Service at 1-800-328-4880 for additional details regarding our policy on returns and refunds.

6. Transportation Charges. Print and CD-ROM products are shipped F.O.B. origin. Transportation charges will be added for expedited shipments made at your request and for international product delivery. Expedited shipments and international product shipments will be charged at then-current carrier rate.

7. Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-governmental entity, this Order Form will be interpreted under Minnesota state law and any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

8. Assignment. This Order Form is subject to our approval. You may not assign, sublicense or otherwise transfer this Order Form without our prior written consent.

ACKNOWLEDGEMENT

I warrant that I am authorized to accept these terms and conditions on behalf of Subscriber.

Printed Name __________________________
Title __________________________
Date __________________________
Signature ________________

For Credit Card Transactions only:

Visa [ ] Master Card [ ] Am Ex [ ] Card # __________________________ Exp. Date __________________________

Subscription charges for this order will be billed to your West account unless automatic credit card or electronic funds transfers have been separately authorized.
## JUSTIFICATION FOR SOLE SOURCE

(PLEASE COMPLETE AND ATTACH TO PURCHASE REQUISITION)

<table>
<thead>
<tr>
<th>REQUISITION #</th>
<th>1142</th>
<th>DEPARTMENT</th>
<th>Circuit Court</th>
</tr>
</thead>
<tbody>
<tr>
<td>MANUFACTURER</td>
<td>West Publishing Corporation</td>
<td>PRODUCT #</td>
<td></td>
</tr>
</tbody>
</table>

### DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:

Legal books and monthly updates to legal book collections for the Judiciary, including Judges, staff attorneys and other court staff. Updates and renewals are unique to this publisher.

### THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

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

### REQUESTED SOURCE

<table>
<thead>
<tr>
<th>Thomson Reuters-West</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHONE 952-214-5798</td>
</tr>
<tr>
<td>CONTACT Ryan Tracy</td>
</tr>
<tr>
<td>WEBSITE <a href="mailto:ryan.p.tracy@thomsonreuters.com">ryan.p.tracy@thomsonreuters.com</a></td>
</tr>
</tbody>
</table>

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

Online titles and resources are unique to West Publishing including annotated statutes, Illinois specific treatises and practical resources. The format and editorial enhancements are unique to this publisher.

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

Discussions with Law Librarian about ability to purchase from other vendors, issue is who has the publishing rights to update current book collections. Not all vendors have the same publishing rights to update information.

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

Signature on file

12/23/19

Signature on file

12/26/19

DEPARTMENT APPROVAL

DATE

PURCHASING REVIEW

DATE
Please wait...

If this message is not eventually replaced by the proper contents of the document, your PDF viewer may not be able to display this type of document.

You can upgrade to the latest version of Adobe Reader for Windows®, Mac, or Linux® by visiting  http://www.adobe.com/go/reader_download.

For more assistance with Adobe Reader visit  http://www.adobe.com/go/acrreader.

Windows is either a registered trademark or a trademark of Microsoft Corporation in the United States and/or other countries. Mac is a trademark of Apple Inc., registered in the United States and other countries. Linux is the registered trademark of Linus Torvalds in the U.S. and other countries.
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: West Publishing Corporation
Contact Phone: 952-214-5798
Company Contact: Ryan Tracy
Contact Email: ryan.p.tracy@thomsonreuters.com

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

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

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<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 read and understand these requirements.

Authorized Signature: ____________________________

Printed Name: John S. Nelson
Title: Director of Procurement and Proposal Management
Date: 12/23/2019

Attach additional sheets if necessary. Sign each sheet and number each page. Page ______ of ________ (total number of pages)
AWARDING RESOLUTION TO INTEGRATED SOLUTIONS CONSULTING, INC. FOR THE COMPREHENSIVE EMERGENCY MANAGEMENT PROGRAM (CEMP) FOR THE DU PAGE COUNTY OFFICE OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT (CONTRACT TOTAL AMOUNT: $33,000.00)

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

WHEREAS, the Judicial Public Safety Committee recommends County Board approval for the renewal of a contract purchase order to Integrated Solutions Consulting, Inc., to provide CEMP maintenance licensing and technical upgrades, for the DuPage County Office of Homeland Security and Emergency Management.

NOW, THEREFORE BE IT RESOLVED, that contract covering said, to provide CEMP maintenance licensing and technical upgrades, for the DuPage County Office of Homeland Security and Emergency Management, for the period from December 1, 2019 through November 30, 2020, for the Office of Homeland Security and Emergency Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Integrated Solutions Consulting, Inc., 3501 N. Southport Ave, Suite 300, Chicago Illinois 60657 for a contract total amount not to exceed $33,000.00.

Enacted and approved this 28th day of January, 2020 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ______________________________________
JEAN KACZMAREK, COUNTY CLERK
**PROCUREMENT REVIEW CHECKLIST REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>NEW PURCHASE ORDER REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SUBMITTED</strong></td>
</tr>
<tr>
<td>January 13, 2020</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

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

Mary Becker  Completed  01/13/2020 10:23 AM
Richard Hellman  Completed  01/13/2020 10:55 AM
Murray Snow  Completed  01/13/2020 12:37 PM
Nancy Buckley  Completed  01/13/2020 12:39 PM
Donald Carlsen  Completed  01/13/2020 12:42 PM
Wendi Wagner  Completed  01/14/2020 3:49 PM
James McGuire  Completed  01/14/2020 4:03 PM
Paul Rafac  Completed  01/14/2020 5:31 PM
Nancy Buckley  Completed  01/15/2020 10:12 AM
Judicial/Public Safety Committee  Pending  01/21/2020 8:00 AM
Finance Committee  Pending  01/28/2020 8:00 AM
County Board  Pending  01/28/2020 10:00 AM
**Procurement Review Checklist**

**Procurement Services Division**

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

<table>
<thead>
<tr>
<th>Vendor: Integrated Solutions Consulting</th>
<th>Contract Term: 12/1/19 - 11/30/20</th>
<th>Contract Total: $33,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: OHSEM</td>
<td>Contact: Rich Hellman</td>
<td>Phone: 630-407-2918</td>
</tr>
<tr>
<td>Description of Procurement/Scope of Work/Background</td>
<td>CEMP Maintenance, Licensing, and Technical upgrades/support. OHSEM, DuPage County Municipalities, and DuPage County hospital partners utilize the CEMP product for emergency management planning.</td>
<td></td>
</tr>
</tbody>
</table>

**Reason for Procurement**

Subscription fees for CEMP (Comprehensive Emergency Management Program) - RENEWAL #2

**FUNDING SOURCE**

- Procurement budgeted for (FY and budget code(s)): FY20 - 1000-1900-53020
- Budget Transfer (Date) Add'l Information

**DECISION MEMO NOT REQUIRED**

- LOWEST RESPONSIBLE QUOTE # or BID # (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- RENEWAL, Enter Bid # Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 Public Utility
- PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- EXPLANATION OF REQUEST FOR PROPOSAL RFP # (include Evaluation Summary if applicable)
- RENEWAL OF RFP #
- PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- OTHER THAN LOWEST RESPONSIBLE, BID #

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

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Approved For Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
</table>

**REVIEWED BY (Initials Only)**

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

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

---

Attachment: Integrated Solutions - Checklist (IPS-P-0041-20 : Integrated Solutions Consulting - Renewal #2)
DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:

The Comprehensive Emergency Management Plan (CEMP) is a web-based solution for our complex emergency management planning needs, daily operational needs, and unit and incident reporting needs. It also addresses the need for municipalities within the county to operate on a single platform for emergency planning.

THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

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

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

Please see attached documentation provided by Integrated Solutions Consulting.

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

This product was provided as part of a previous project that Integrated Solutions Consulting conducted for OHSEM, therefore, other in-depth tests have not been conducted.

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

Other products such as Web EOC were reviewed in the past but were found to not offer the same level of features and functionality the CEMP offers. A great deal of time has been invested ensuring that DuPage County municipal and health partners are utilizing this software. Exploring alternatives would require starting over entirely and is not feasible to solicit.
Overview

The DuPage OHSEM CEMP is essentially an Enterprise Content Management (ECM) system with one significant difference, the OHSEM CEMP system environment is designed to provide a cross jurisdictional and cross organization (knowledge management environment. The CEMP is truly a system of systems (a system environment) designed to be fully integrated from an information sharing function while concurrently having delineated access and operational rights down to the lowest level.

DuPage OHSEM controls information sharing at all system levels as appropriate to maintain to the right balance of standardization and flexibility but each system’s system administrator also has the flexibility and responsibility to add new users as well as control access and administrative rights within their own system. For example, the OHSEM controls its users and their access, security rights and shares information with the municipalities as well as the hospital CEMPs within DuPage County. The information sharing is also bi-directional; for example information from OHSEM can easily be shared to every municipality within the County.

The CEMP environment uses Amazon Elastic Compute Cloud (EC2) for its web service interface; with a backup, staging, and production server configuration. The environment has been operational for over five years with only one service interruption (which lasted less than two (2) hours; no information was lost nor was the security of the CEMP system compromised.

The CEMP environment uses a shared Verisign security certificate and implements industry standard user name and password standards. In January 2014, Integrated Solutions Consulting (ISC) completed an external service, support, maintenance, and security audit of the CEMP and developed both internal and client COOP SOPs that were shared with clients.

Firm Qualifications

Integrated Solutions Consulting offers a nationally recognized team with a client-focused culture and unique combination of academic knowledge, practical understanding, and field experience. We feel that this blend of academic knowledge and practical experience makes us committed and fully qualified to fulfill all provisions of this project in providing OHSEM with an efficient and effective comprehensive emergency management program, incorporating the latest analytical and methodological techniques, and providing accurate output of hazard vulnerabilities. This thorough process is a hallmark of ISC’s commitment to excellence and our track record of continuously providing client-focused, exceptional products that address the
objectives of the assigned project as well as concurrent and future emergency management activities.

ISC will provide OHSEM with a team that exhibits the following characteristics:

- Focused Expertise Supported by a Multi-Disciplinary Perspective: Our primary business is to assist in the development and implementation of proactive solutions for health preparedness departments by delivering comprehensive, all-hazard, and multi-disciplinary services.
- Track-Record of Collaboration and Success: Our team has partnered, collaborated, and successfully delivered on complex public health preparedness projects at the local, state, and federal level.
- Proven Best Management Practices: We have a proven project management methodology that can ensure that this important project remains on budget, is quality driven, properly staffed, and constantly focused on accomplishing the client’s objectives.
- Seasoned Professionals with Academic and Technical Expertise: Our team combines academic achievement with technical excellence and seasoned public health professionals that can deliver research-based, national best-practices and lessons-learned.
- Integrated Solutions Consulting is dedicated to providing consulting services that are based on the common principles and practices of comprehensive public health preparedness and offer solutions that are client-focused, value-added, and research-based.

Since its inception, ISC has established itself as dedicated industry leaders in public health preparedness consulting services. We are committed to taking an all-hazard, integrated approach to help solve complex challenges facing our communities and to develop comprehensive solutions and plans to promote economic steps in public safety against an increasingly violate world. Our mission and principles supported by our dedication and enthusiasm are what we believe separates us from others. We are determined to delivering excellence and exceeding expectations to fulfill our client’s needs and the motivation of those needs.

Our relevant experience is comprised of broad array of similar and complementary projects that are supported by a record of accomplishment of successful project and program execution. An essential element of this achievement is attributed to our ability to utilize our team’s cooperative strengths to provide our clients with multi-disciplinary solutions to their preparedness projects. This multi-disciplinary approach provides a framework that incorporates all hazards and integrates all phases of emergency
management, while aligning and complementing Federal and State directives to maximize programmatic and fiscal efficiency.

ISC has obtained the recognition of providing exceptional, client-focused services and celebrated for its integrated “best-practices” approach to all-hazards planning and preparedness. This recognition is attributed to ISC’s strive for excellence for every project initiated, regardless of client or project size.

Our commitment to excellence is reflected in our exceptional performance rating which resulted from an independent and third-party evaluation of over 50 ISC projects.

The CEMP is a continual cycle integrating preparedness elements – planning, education, training, and exercising - efficiently and effectively.

By making ISC’s CEMP a foundation of their program, each organization has streamlined their planning process and developed plans that were more accessible to its internal and external partners. The CEMP designed and developed on the preparedness and planning system provided organizations with a web-based structure enabling the improvement of preparedness doctrine and programs to support the maintenance and implementation of this doctrine. The CEMP provides organizations with real solutions for many gaps commonly identified in preparedness and planning.

Technical

The CEMP is the only process / system of its kind that can provide a high-level preparedness and planning solutions specifically designed, developed, and proven for the planning, preparedness, and operational requirements of organizations. It is a wholly owned and patented solution for preparedness planning developed completely by ISC. The CEMP was developed by working with preparedness organizations, including OHSEM, to assess their preparedness needs and identify solutions to enhance preparedness programs. The system is unique in that is was created and developed entirely by ISC cannot be licensed for use without ISC’s consent. Additionally, as sole developers of the system, ISC continues to refine and develop the functionality of the system. These improvements are provided only to active users of the system.

Capabilities/Capacities

The CEMP also has many benefits beyond planning. This system provides each agency with an online forum to develop a CEMP that is guided to meet all state and federal requirements. In addition, the CEMP maintains an aggregation capability so that data
collected can be aggregated and analyzed in various formats and shared throughout departments.

This sharing capability is vital to preparedness activities within any organization. As emergency events are regional in nature, a robust information sharing capability is essential to a prepared department and a protected jurisdiction. As preparedness levels has risen throughout the country, OHSEM must have the capability to share information and best practices with its local, regional, and State partners to increase its capability and overall preparedness.

In addition, clients throughout the State of Illinois, including CDPH, have used the CEMP as a communicative tool during exercises and actual emergencies. For example, during the 2009/2010 H1N1 Pandemic, ISC personnel worked closely with CDPH during preparedness operations and deployed several personnel in response operations. The CDPH and ISC personnel were instrumental in using the CEMP to maintain accurate situational awareness of vaccination operations by hourly IAP updates and vaccine usage reports. Additionally, since the CEMP is designed using a cloud based computing model, information entered into one system can be shared on a regional basis. This allows the pooling of resources among departments, reduces costs, and increases collaboration in potential emergency situations.

The CEMP was designed to with the ability to share information from system to system. As planning becomes more effective when shared, the CEMP's sharing functionality (federal to state, state to county, and county to local) makes it a unique and ideal solution for OHSEM. This advantage has been recognized by many agencies including the IDPH. IDPH utilizes the system for all 95 local health departments and all hospitals in Illinois with the intent of sharing information between departments and the healthcare to increase overall preparedness.

**Exclusive Capabilities**

While this product offers features and services similar to other content management products utilized by other agencies, the CEMP is different in that its primary focus is to enhance emergency management, planning and preparedness. The CEMP is the only known system of its kind that was developed by emergency management and preparedness professionals for the sole purpose of planning and enhancing organizational preparedness.

In addition, it offers unique customized services purely dedicated to the maintenance of complex emergency plans.
It is important to note that this system is not solely a content management product; instead, it is an internet-based secured avenue to create, edit, and maintain public health emergency plans with advanced customization and facilitation, which promotes increased plan quality and compliance. Moreover, plan quality and increased preparedness are achieved because the system goes far beyond serving as a storehouse for preparedness documents. Instead, this system is uniquely designed to facilitate the management and utilization of the following services, which are critical to the overall emergency management operations:

- Improved integration of comprehensive emergency management doctrine in a consistent and operational format
- Development of an innovative structure that enables various levels of secure access to limit or expand information dissemination
- Implementation of a scalable platform that can be modified with regards to structure and content to meet the needs of a department, regional authority, or a state agency
- Management of planning committees to include assigned responsibilities, meeting schedules, and public outreach efforts
- Enhanced accessibility, efficiency, and effectiveness of exercise and training programs throughout the planning cycle
- Programmatic compliance of performance-based and incentive-based grant measures with governing bodies
- Use of the system as an efficient and effective information sharing and storing tool during actual incidents

The CEMP designed and developed on the preparedness and planning system providing organizations with a web-based structure enabling the improvement of preparedness doctrine and programs to support the maintenance and implementation of this doctrine. The CEMP provides organizations with real solutions for many common preparedness and planning gaps.

The CEMP is unique because it is a web-based preparedness and planning system with the ability to increase planning and program standardization; through standardization, preparedness doctrine is realized. The CEMP’s use of proactive and user friendly cloud computing technologies enables OHSEM, public partners, and private partners (as appropriate) to share, collaborate, and develop “ideal” preparedness planning and programs. This ability to provide “knowledge transfer” instantaneously throughout the County is perhaps the greatest strength of the system.
# Preparedness and Planning Challenges – CEMP Solutions

<table>
<thead>
<tr>
<th>Common Preparedness and Planning Gaps</th>
<th>CEMP Solutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning was developed in MS Word on desktop computers and/or shared drives – this led to serious version control issues and a lack of dissemination management.</td>
<td>Provides a web-based system providing: high level of security and redundancy, layered access and dissemination, and the ability to manage planning with active version control protocols.</td>
</tr>
<tr>
<td>Planning once completed was stored in hard-copy notebooks and/or electronically – plans were rarely updated, reviewed, or referred to during a crisis.</td>
<td>Planning and preparedness doctrine is securely stored and is available on-line for immediate review or modification.</td>
</tr>
<tr>
<td>Planning was developed in a non-collaborative environment - knowledge transfer was inefficient between planners and command personnel; public and private partners rarely see planning after initial completion.</td>
<td>Planning is accessed via multiple layers based on “need-to-know” protocols enabling planning committees, workgroups, and operations personnel to actively review and comment on planning and preparedness doctrine. Planning can also be shared with the public, ensuring grant program compliance and community consensus.</td>
</tr>
<tr>
<td>Planning was in a non-standard design – this inhibited the implementation of planning for education, training, and exercises.</td>
<td>Planners and personnel have the ability: to view all current planning and multiple plans concurrently; and standardize plan organizational structure to provide the flexibility within appropriate operational limits.</td>
</tr>
<tr>
<td>Planning was difficult to access – plans were rarely reviewed / understood.</td>
<td>Executives, management, personnel, planners, and public / private partners</td>
</tr>
</tbody>
</table>
Preparedness was problematic – planning was rarely exercised; exercise and actual incidents / events After Action Report (AARs) / Improvement Plans (IPs) did not modify planning or procurement.

Preparedness personnel can connect preparedness and planning components to exercise plans; AARs and IPs address focus on these specific components; planning and preparedness programs are updated and progress is readily identified.

Preparedness was disconnected – a common operational picture of each hazard did not influence planning, training, exercises, and procurement.

Planning is now connected throughout the entire “preparedness cycle” into a comprehensive emergency management program systematically developing efficiently and effectively organizational and operational processes.

### Proprietary Data

Due to the distinct characteristics and services offered by the system, it is the only process/system of its kind. While other products are web-based or provide comparable services, they either lack the emergency management focus and expertise, or fail to address the programmatic and comprehensive needs of emergency management agencies. This claim is validated by extensive research conducted by ISC to compare current web-based applications being offered to the emergency preparedness community. This research included conducting comprehensive searches for related products; documenting promotional pieces in emergency management and public health related publications; informal interviews with emergency preparedness agencies and representatives to determine what kinds of systems were being utilized; and attending various emergency preparedness tradeshows and conferences across the country to assess current and up-and-coming services and products being offered.

Once products were identified, ISC thoroughly compared these products with CEMP concept. Again, while other products promote collaboration via a web-enabled environment, no system other than the CEMP truly allows for the customization and programmatic integration of all planning, educating, training, and exercising, and response-oriented needs of emergency preparedness programs.

It should also be noted that this system is unique in that it is offered on a Software-as-a-Service basis and gives OHSEM the ability to integrate preparedness and planning...
efficiently at the local level. The key benefits of SaaS design is a significant advancement in emergency preparedness/planning platforms by providing the right mix of flexibility and standardization based on the clients' needs.

For the purposes of comparison, three leading content management based systems were analyzed. The table below depicts how these products differ.

**Microsoft Office SharePoint 2007**

Microsoft Office SharePoint Server 2007 provides a single, integrated location where employees can collaborate with team members, find organizational resources, search for experts and corporate information, and manage content and workflow. SharePoint allows teams to work together, collaborate on, publish documents, maintain task lists, implement workflows, and share information through the use of wikis and blogs.

**SmartDoc**

SmartDoc is a Web-based document management software solution that helps businesses create, manage, and share documents and best practices (e.g. SOPs) throughout the entire enterprise. This product focuses on planning processes, specifically with the upkeep of key strategy or planning documents.

**SIREN**

SIREN (Secure Integrated Response and Electronic Notification Infrastructure) is a custom-built program using a combination of Microsoft Office SharePoint and the Microsoft .NET Framework. This product was developed specifically for the Arizona Department of Health Services. SIREN was created to optimize the electronic secure distribution of information of state, tribal, and local officials especially during times of a crisis.

<table>
<thead>
<tr>
<th>Product Comparison</th>
<th>MS SharePoint</th>
<th>SmartDoc</th>
<th>SIREN</th>
<th>CEMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allows Attachments/Links</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
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<tr>
<td>Promotes Collaboration</td>
<td>✓</td>
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<td>Valuable Planning Tool</td>
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<tr>
<td>Valuable Response Tool</td>
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<tr>
<td>Emergency Management / Public Health Specific Product</td>
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</tr>
<tr>
<td>CEMP Integration</td>
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</tr>
<tr>
<td>Facilitates Education, Training, and Exercising</td>
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</tr>
</tbody>
</table>
**Purchase Requisition**  
Procurement Services Division

<table>
<thead>
<tr>
<th>Send Purchase Order To:</th>
<th>Send Invoices To:</th>
</tr>
</thead>
</table>
| **Vendor:** Integrated Solutions Consulting  
**Vendor #:** 12659  
**Attn:** John Rogan  
**Email:** john.rogan@i-s-consulting.com  
**Address:** 3501 N. Southport Ave Suite 300  
**City:** Chicago  
**State:** IL  
**Zip:** 60657  
**Phone:** 773-383-7221  
**Fax:** 877-684-0557 | **Dept:** DuPage County  
**Division:** OHSEM  
**Attn:** Rich Hellman  
**Email:** richard.hellman@dupageco.org  
**Address:** 418 N County Farm Rd  
**City:** Wheaton  
**State:** IL  
**Zip:** 60187  
**Phone:** 630-407-2918  
**Fax:** 630-682-7931 |

| Send Payments To:  
**Vendor:** Integrated Solutions Consulting  
**Vendor #:** 12659  
**Attn:** John Rogan  
**Email:** john.rogan@i-s-consulting.com  
**Address:** 3501 N. Southport Ave Suite 300  
**City:** Chicago  
**State:** IL  
**Zip:** 60657  
**Phone:** 773-383-7221  
**Fax:** 877-684-0557 | **Ship To:**  
**Vendor:** Integrated Solutions Consulting  
**Vendor #:** 12659  
**Attn:** John Rogan  
**Email:** john.rogan@i-s-consulting.com  
**Address:** 3501 N. Southport Ave Suite 300  
**City:** Chicago  
**State:** IL  
**Zip:** 60657  
**Phone:** 773-383-7221  
**Fax:** 877-684-0557 |

### Item Details

<table>
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<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
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<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
</table>
| 1  | 1   | EA   | n/a                    | CEMP Project  
-Maintenance and Licensing  
-Technical Support/Upsgrades | 20 | 1000  
1900 | 53020 | 33,000.00 | 33,000.00 |

**Requisition Total:** $33,000.00

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

Renewal #2 per Integrated Solutions Consulting Scope of Work Dated 10/20/17

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

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</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/](http://www.dupageco.org/CountyBoard/Policies/)

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

Authorized Signature

Signature on file

Printed Name

Title

Date

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
AWARDING RESOLUTION ISSUED TO
MOMKUS, LLC
FOR LEGAL SERVICES
FOR THE STATE’S ATTORNEY’S OFFICE
(CONTRACT TOTAL AMOUNT: $25,000.00)

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

WHEREAS, the Judicial and Public Safety Committee recommends County Board approval for the issuance of the contract to Momkus, LLC to provide legal services for the period of December 20, 2019 through December 19, 2020.

NOW, THEREFORE BE IT RESOLVED, that said contract for legal services for the State’s Attorney’s Office for the period of December 20, 2019 through December 19, 2020, be, and it is hereby approved for issuance of a contract by the Procurement Services Division to Momkus LLC, 1001 Warrenville Road, Suite 500, Lisle IL 60532, for a contract total amount not to exceed $25,000.00.

Enacted and approved this 28th day of January, 2020 at Wheaton, Illinois.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ________________________________
JEAN KACZMAREK, COUNTY CLERK
### PROCUREMENT REVIEW CHECKLIST

**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 13, 2020</td>
<td>$25,000</td>
<td>12/20/2019 - 12/19/2020</td>
<td>JUDICIAL/PUBLIC SAFETY COMMITTEE</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**

Other Professional Services - Detailed Vetting Process Required

- **Mary Becker**
  - Completed
  - 01/13/2020 9:45 AM

- **Nancy Buckley**
  - Completed
  - 01/13/2020 9:50 AM

- **James McGuire**
  - Completed
  - 01/14/2020 3:34 PM

- **Paul Rafac**
  - Completed
  - 01/15/2020 8:48 AM

- **Joan Olson**
  - Completed
  - 01/15/2020 9:41 AM

- **Nancy Buckley**
  - Completed
  - 01/15/2020 10:17 AM

- **Judicial/Public Safety Committee**
  - Pending
  - 01/21/2020 8:00 AM

- **Finance Committee**
  - Pending
  - 01/28/2020 8:00 AM

- **County Board**
  - Pending
  - 01/28/2020 10:00 AM
## Procurement Review Checklist

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

---

**Vendor:** Momkus LLC  
**Vendor #:** 32534  
**Contract, Term:** 12/20/2019-12/19/2020  
**Contract Total:** $25,000.00

**Dept:** State’s Attorney  
**Contact:** Gregory Vaci  
**Phone:** 630-407-8221  
**Assigned Committee:** Judicial Public Safety

---

**Description of Procurement/Scope of Work/Background:**
The request is to approve a contract in the amount of up to $25,000 with the Momkus Law Firm to represent DuPage County in case 2019 L 1278; Rachel Sedlacek v. DuPage County.

**Reason for Procurement:**
Outside counsel is necessary in this case because the plaintiff, Rachel Sedlacek, is an employee of the DuPage County State’s Attorney thereby creating a conflict. The SAO has determined that bringing in outside counsel as a special assistant state’s attorney is necessary as the plaintiff is employed at the same location as the attorneys who would otherwise be defending this case and has contact with those attorneys both professionally and socially.

---

**FUNDING SOURCE**

☑ Procurement budgeted for (FY and budget code(s)): 1100-1212-53030

☐ 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 SS ILCS 5/5-1022 ‘Competitive Bids’ (d) IT/Telecom purchases under $35,000.00

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

---

**DECISION MEMO REQUIRED**

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

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

☐ RENEWAL OF RFP # ______________________

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

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

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

☐ OTHER THAN LOWEST RESPONSIBLE, BID # ______________________

---

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

GV Jan 10, 2020  
Prepared By Date Recommended for Approval Date IT Approval, if required Date

---

**REVIEWED BY (Initials Only)**

Buyer Date  
Procurement Officer Date

---

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

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

Date

---

**Attachment:** Momkus Checklist (JPS-P-0034-20 : Momkus Law Firm)
Decision Memo
Procurement Services Division

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

Date: Jan 2, 2020

MinuteTraq (IQM2) ID #: __________________________
Department Requisition #: __________________________

<table>
<thead>
<tr>
<th>Requesting Department: State's Attorney</th>
<th>Department Contact: Gregory Vaci</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:gregory.vaci@dupageco.org">gregory.vaci@dupageco.org</a></td>
<td>Contact Phone: 8221</td>
</tr>
<tr>
<td>Vendor Name: Momkus</td>
<td>Vendor #:</td>
</tr>
</tbody>
</table>

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

The request is to approve a contract in the amount of up to $25,000 with the Momkus Law Firm to represent DuPage County in case 2019 L 1278; Rachel Sedlacek v. DuPage County.

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

Outside counsel is necessary in this case because the plaintiff, Rachel Sedlacek, is an employee of the DuPage County State’s Attorney thereby creating a conflict. The SAO has determined that bringing in outside counsel as a special assistant state’s attorney is necessary as the plaintiff is employed at the same location as the attorneys who would otherwise be defending this case and has contact with those attorneys both professionally and socially.

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

DNA

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

The State’s Attorney has determined that due to prior experience that Ms. Friedland and the Momkus firm have in representing clients in similar matters, they are well suited to represent the County in this case.

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

DNA

**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 case involves an allegation of personal injury to the plaintiff resulting from a fall that occurred in one of the County's parking structures due to an accumulation of ice from water leaking from a pipe. The projected yearly cost for legal representation through the remainder of FY 2020 should not exceed $25,000.

December 20, 2019

Mr. Patrick R. Boland
Momkus LLC
1001 Warrenville Road, Suite 500
Lisle, IL  60532

Re:   Appointment as an Assistant State's Attorney

      Sedlacek v. DuPage, 19 C 1278

Dear Mr. Boland:

This letter confirms your appointment by State's Attorney Robert B. Berlin to serve as an Assistant State's Attorney for the special and limited purpose of providing legal representation of DuPage County in the matter of Sedlacek v. DuPage, 19 L 1278, currently pending in the Circuit Court for the Eighteenth Judicial Circuit. You will perform your duties at my direction and under my supervision.

Your appointment will be upon the terms and conditions included in the attached statement of outside counsel billing and case progress procedures and is contingent on confirmation by the DuPage County Board. Payment of fees will be paid for and processed through the DuPage County Finance Department.

Please do not hesitate to contact me if you have any questions regarding this appointment or the scope of your duties. To confirm this assignment, kindly the copy of this letter and return it to my attention.

Sincerely,

[Signature on file]

Gregory Vaci
Assistant State's Attorney
Chief of the Civil Bureau

Agreed: [Signature on file]               Date: 12-20-19

Mr. Patrick R. Boland, Esq.
The United States of America

STATE OF ILLINOIS

Oath of Office

I, PATRICK R. BOLAND, DO SOLEMNLY SWEAR OR AFFIRM, that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Special Assistant State’s Attorney, according to the best of my ability, SO HELP ME GOD.

Signature on file

Subscribed and sworn to before me this 20th day of December, A.D. 2019.

Signature on file
December 20, 2019

Ms. Jennifer L. Friedland
Momkus LLC
1001 Warrenville Road, Suite 500
Lisle, IL 60532

Re: Appointment as an Assistant State’s Attorney
Sedlacek v. DuPage, 19 C 1278

Dear Ms. Friedland:

This letter confirms your appointment by State’s Attorney Robert B. Berlin to serve as an Assistant State’s Attorney for the special and limited purpose of providing legal representation of DuPage County in the matter of Sedlacek v. DuPage, 19 L 1278, currently pending in the Circuit Court for the Eighteenth Judicial Circuit. You will perform your duties at my direction and under my supervision.

Your appointment will be upon the terms and conditions included in the attached statement of outside counsel billing and case progress procedures and is contingent on confirmation by the DuPage County Board. Payment of fees will be paid for and processed through the DuPage County Finance Department.

Please do not hesitate to contact me if you have any questions regarding this appointment or the scope of your duties. To confirm this assignment, kindly the copy of this letter and return it to my attention.

Sincerely,

[Signature]
Assistant State’s Attorney
Chief of the Civil Bureau

Agreed:

[Signature]
Ms. Jennifer L. Friedland, Esq.

Date: 12/20/19
The United States of America

STATE OF ILLINOIS

Oath of Office

I, JENNIFER L. FRIEDLAND, DO SOLEMNLY SWEAR OR AFFIRM, that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Special Assistant State's Attorney, according to the best of my ability, SO HELP ME GOD.

Subscribed and sworn to before me this 20th day of December, A.D. 2019.

[Signature on file]
### Purchase Requisition

**Procurement Services Division**

**Date:** Jan 2, 2020

**MinuteTraq (IQM2) ID #:** 16885

**RFP, Bid or Quote #:**

---

**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor: Momkus LLC</th>
<th>Dept: DuPage County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor #: 32531</td>
<td>Division: State's Attorney</td>
</tr>
</tbody>
</table>

**Send Invoices To:**

<table>
<thead>
<tr>
<th>Vendor: Momkus LLC</th>
<th>Dept: DuPage County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor #: 32531</td>
<td>Division: State's Attorney</td>
</tr>
</tbody>
</table>

**Send Payments To:**

<table>
<thead>
<tr>
<th>Vendor: Momkus LLC</th>
<th>Dept: DuPage County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor #: 32531</td>
<td>Division: State's Attorney</td>
</tr>
</tbody>
</table>

**Ship To:**

<table>
<thead>
<tr>
<th>Dept: DuPage County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division: State's Attorney</td>
</tr>
</tbody>
</table>

---

**Payment Terms**

PER 50 ILCS 505/1

**F.O.B.**

**PO 20 Delivery Date**

**Requisitioner**

---

### LN | Qty | UOM | Item Detail (Product #) | Description | FY | Dept # | Acctg Unit | Acct # | Sub-Accts and/or Activity # | Unit Price | Extension |
---|---|---|---|---|---|---|---|---|---|---|---|
1 | 1 | EA | Legal Services | Legal Services | 20 | 1100 | 1212 | 53030 | | 25,000.00 | 25,000 |
2 | | EA | | | | | | | | | |
3 | | EA | | | | | | | | | |
4 | | EA | | | | | | | | | |
5 | | EA | | | | | | | | | |

**Requisition Total:** $25,000

---

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

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

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
Required Vendor Ethics Disclosure Statement

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

Date: Jan 10, 2020

Company Name: Momkus LLC
Contact Phone: 630-434-0400

Company Contact: Jennifer L. Friedland
Contact Email: jfriedland@momkus.com

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

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

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

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

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

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

<table>
<thead>
<tr>
<th>Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

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

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

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

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

Authorized Signature

Printed Name: Jennifer L. Friedland

Title: Managing Partner

Date: Jan 10, 2020

Signature on file

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

JPS-CO-0001-20

JPS-P-0250-16

AMENDMENT TO RESOLUTION JPS-P-0250-16

ISSUE TO MICROGENICS CORPORATION
TO PROVIDE DURG TESTING ANALYZER AND SUPPLIES
(INCREASE $45,000.00)

WHEREAS, Resolution JPS-P-0250-16 was approved and adopted by the County Board on September 13, 2016; and

WHEREAS, the Judicial/Public Safety Committee recommends Change Order Number ten (10) to increase in the amount of $45,000.00 (FORTY-FIVE THOUSAND AND NO/100 DOLLARS) to the current contract #7916 awarded to Microgenics Corporation to provide drug testing analyzer and drug testing supplies for use in urinalysis testing for the DuPage County Probation and Court Services.

NOW, THEREFORE BE IT RESOLVED, that County Board adopts the Change Order number ten (10) to amend contract #7916 awarded to Microgenics Corporation to provide Drug testing analyzer and drug testing supplies for use in urinalysis testing for the DuPage County Probation and Court Services, to increase the current contract total in the amount of $45,000.00 (FORTY-FIVE THOUSAND AND NO/100 DOLLARS), resulting in a final contract total amount of $243,120.00, an increase of 22.71%.

Enacted and approved this 28th day of January, 2020 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: __________________________________________
JEAN KACZMAREK, COUNTY CLERK
# Request for Change Order

**Procurement Services Division**

**Attach copies of all prior Change Orders**

<table>
<thead>
<tr>
<th>Purchase Order #: 2041-0001 SERV</th>
<th>Original Purchase Order Date: Oct 1, 2016</th>
<th>Change Order #: 10</th>
<th>Department: Probation &amp; Court Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Microgenics Corporation</td>
<td>Vendor #: 12437</td>
<td></td>
<td>Dept Contact: Sharon Donald</td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**

Need to increase contract amount by $45,000.00 for increased drug testing for Probationers in multiple programs,

1) Add line 5 and increase by $4,777.00 for Adult Redeploy Grant 5000-6192-52320-192001
2) Decrease line 6 by $125.65 to close out FY’2019
3) Increase line 8 by $40,348.65 for the remaining of the PO

**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><strong>A</strong> Starting contract value</td>
<td>$198,120.00</td>
</tr>
<tr>
<td><strong>B</strong> Net $ change for previous Change Orders</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>C</strong> Current contract amount (A + B)</td>
<td>$198,120.00</td>
</tr>
<tr>
<td><strong>D</strong> Amount of this Change Order</td>
<td>[\text{Increase} \times 45,000.00 ]</td>
</tr>
<tr>
<td><strong>E</strong> New contract amount (C + D)</td>
<td>$243,120.00</td>
</tr>
<tr>
<td><strong>F</strong> Percent of current contract value this Change Order represents (D / C)</td>
<td>22.71%</td>
</tr>
<tr>
<td><strong>G</strong> Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td>22.71%</td>
</tr>
</tbody>
</table>

**DECISION MEMO NOT REQUIRED**

- [ ] Cancel entire order
- [ ] Close Contract
- [ ] Contract Extension (29 days)
- [ ] Consent Only
- [ ] Change budget code from: ____________________________
- [ ] 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:

---

**KBT 8536**

Prepared By (Initials) 8536 Phone Ext Dec 27, 2019

**Recommended for Approval (Initials) 8413 Phone Ext Dec 27, 2019**

**BUYER**

* * 

**CHIEF FINANCIAL OFFICER**

* * 

**REVIEWED BY (Initials Only)**

---

**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: Probation and Court Services</th>
<th>Department Contact: Sharon Donald</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:sharon.donald@dupageco.org">sharon.donald@dupageco.org</a></td>
<td>Contact Phone: 630-407-8413</td>
</tr>
<tr>
<td>Vendor Name: Microgenics Corporation</td>
<td>Vendor #: 12437</td>
</tr>
</tbody>
</table>

**Date:** Jan 2, 2020

**MinuteTraq (IQM2) ID #:** 16849

**Department Requisition #:**

---

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

To increase the contract amount by $45,000.00

---

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

This vendor provides the UA analyzer and supplies to the Probation department which are needed to perform drug tests ordered by the courts. Drug testing has increased over the past 4 years due to the increased request through the courts and Probation. In addition to the increase request the number of drugs being tested increased from a 9 panel in 2016, to 14 panel in 2019, adding Fentanyl, Hydrocodone, Ecstacy, PCP and Kratom, all due to Opioid Crisis. The Hope Focus Grant allocated $1,429.00 toward the drug testing for FY2019. The Adult Redeploy grant is also allocating $4,777.00 toward the drug testing for their participants for FY2020.

---

**Strategic Impact**

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

To test defendants per court order.

---

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

This is our current vendor through the RFP selection.

---

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

1) Approve contract increase.

2) The urine tests are ordered by the courts and the results are needed right away.

---

**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.

- $40,223.00 funds are available in the FY'2020 budget code 1400-6120-52320, and $4,777.00 funds are available in the FY'2020 budget code 5000-6192-52320 Activity code #192001-52320.
Required Vendor Ethics Disclosure Statement

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

[Table]

Company Name: Microgenics Corporation  
Company Contact: Gina Malito Pierce

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


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


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:

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- With any request for change order except those issued by the county for administrative adjustments

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

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

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

Authorized Signature

Signature on file

Printed Name

Love Ha Barkus

Title

Contract Specialist III

Date

1-6-2020

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

2020-34
Requisition under 25k dollars

2020-34

 PROCUREMENT REVIEW CHECKLIST
 REQUISITION

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>NEW PURCHASE ORDER REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SUBMITTED</strong></td>
</tr>
<tr>
<td>January 7, 2020</td>
</tr>
</tbody>
</table>

| **CONTRACT TOTAL AMOUNT** | **REQUESTING DEPT.** |
| $15,530.76 | SHERIFF'S OFFICE |

**SOLICITATION METHOD FOR SOURCE SELECTION**

- Bernadette Mason: Completed 01/07/2020 10:18 AM
- Colleen Zbilski: Completed 01/07/2020 10:22 AM
- Nancy Buckley: Completed 01/07/2020 2:23 PM
- James McGuire: Completed 01/13/2020 8:53 AM
- Paul Rafac: Completed 01/13/2020 2:40 PM
- Nancy Buckley: Completed 01/13/2020 2:55 PM
- Judicial/Public Safety Committee: Pending 01/21/2020 8:00 AM
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Date: Jan 6, 2020
MinuteTraq (IQM2) ID #: 16877

Vendor: Insight Public Sector Vendor #: Contract: 
Dept: Sheriff's Office Contact: Aaron Jacobs Phone: 630-407-2072

Contract Term: n/a Contract Total: $000 15,530.76

Description of Procurement/Scope of Work/Background
Purchase 21 new desktops for general case and FIU. Additionally 21 cameras will be needed.

Reason for Procurement To replace aging equipment that continues to have problems.

FUNDING SOURCE
☑ Procurement budgeted for (FY and budget code(s)): 52100 1000- 4400 - 52,100

DECISION MEMO NOT REQUIRED
☐ LOWEST RESPONSIBLE QUOTE # or BID # __________________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
☐ RENEWAL, Enter Bid # __________________________ Intergovernmental Agreement
☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☐ Public Utility
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED
☒ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
☐ Per Coop (DPC4-107) select one below
☐ Under Government Joint Purchasing Act (30ILCS525) select one below
☐ 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)

Aaron Jacobs Jan 6, 2020
Prepared By Date Recommended for Approval Date IT Approval, if required Date

REVIEWS BY (Initials Only)

Buyer 1/13-2020 Procurement Officer Date 1/13-20

Chief Financial Officer
(Decision Memos Over $25,000) Date Chairman's Office
(Decision Memos Over $25,000) Date
Decision Memo
Procurement Services Division
This form is required for all Professional Service Contracts over $25,000 and as otherwise required by the Procurement Review Checklist.

Requesting Department: Sheriff's Office
Contact Email: aaron.jacobs@dupagesheriff.org
Vendor Name: Insight Public Sector

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

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.
We need to order 21 computers and cameras for our general case detectives and forensic investigation units. Their current laptops were not replaced in 2019's tablet upgrade, and therefore we are nearing the eight year mark on those laptops being used.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.
New desktops are needed to replace aging equipment. Cameras are needed for our search warrant procedures.

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

Source Selection/Vetting Information - Describe method used to select source.
We requested quotes from Insight Direct (PCM) and CDWG - both who we regularly use for procuring equipment.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.
None.

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.
$15,530.76
We deliver according to the following terms:

- **Payment Terms**: Net 90 days
- **Ship Via**: Insight Assigned Carrier/Ground
- **Terms of Delivery**: FOB DESTINATION
- **Currency**: USD

In order for Insight to accept Purchase Orders against this contract and honor the prices on this quote, your agency must be registered with OMNIA Partners Public Sector (formerly U.S. Communities). Our sales teams would be happy to assist you with your registration. Please contact them for assistance -- the registration process takes less than five minutes.

<table>
<thead>
<tr>
<th>Material</th>
<th>Material Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Extended Price</th>
</tr>
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<tbody>
<tr>
<td>10ST008LUS</td>
<td>TOPSELLER TC M720S i59400 2.90GSYSTW10P64 16GB 256GB SSD PCIE OMNIA PARTNERS IT PRODUCTS &amp; SERVICES(# 4400006644)</td>
<td>21</td>
<td>691.24</td>
<td>14,516.04</td>
</tr>
<tr>
<td>H5D-00013</td>
<td>Microsoft LifeCam Cinema - Web camera - color - 1280 x 720 - audio - USB 2.0 OMNIA PARTNERS IT PRODUCTS &amp; SERVICES(# 4400006644)</td>
<td>21</td>
<td>48.32</td>
<td>1,014.72</td>
</tr>
</tbody>
</table>

Product Subtotal: $15,530.76
TAX: 0.00

Total: $15,530.76

Thank you for considering Insight. Please contact us with any questions or for additional information about Insight’s complete IT solution offering.

Sincerely,

Bob Erwin
4803667058
BOB.ERWIN@INSIGHT.COM

Jo Schmitt
4801115016
JO.SCHMITT@INSIGHT.COM

Fax 4807606219
OMNIA Partners (formerly U.S. Communities) IT Products, Services and Solutions Contract No. 4400006644

Insight Public Sector (IPS) is proud to be a contract holder for the OMNIA Partners Technology Products, Services & Solutions Contract.

This competitively solicited contract is available to participating agencies of OMNIA Partners. OMNIA Partners assists local and state government agencies, school districts (K-12), higher education, and nonprofits in reducing the cost of purchased goods by pooling the purchasing power of public agencies nationwide. This is an optional use program with no minimum volume requirements and no cost to agencies to participate.

Regarding tariff impacts on IPS contract quotes, Insight is communicating with the contracting officials on the contracts held by Insight to minimize the impact of tariffs to our clients.

Thanks for choosing Insight!

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

The U.S. government has imposed tariffs on technology-related goods. Many of Insight's OEM and distribution partners have notified Insight that these tariffs will result in frequent and significant price increases. Some of our major partners have already provided Insight with cost increases, in some instances multiple times per day, while other providers are still assessing their situations. Due to the situation it is possible this quote may be subject to cost changes for Insight which will necessitate changes to the quoted pricing, or withdrawal of the quote.

This purchase is subject to Insight’s online Terms of Sale unless you have a separate purchase agreement signed by both your company and Insight, in which case, that separate agreement will govern. Insight’s online Terms of Sale can be found at: http://www.insight.com/en_US/help/terms-of-sale-products-ips.html
**Vendor:** Insight Public Sector  
**Vendor #:**  
**Attn:** Jo Schmitt  
**Email:** jo.schmitt@insight.com  
**Address:** 6820 S HARL AV  
**City:** Tempe  
**State:** AZ  
**Zip:** 85283-4318  
**Phone:** 480-760-6219  
**Fax:**  

**Payment Terms:** F.O.B.  
**Use for:** PO25 only  

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<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
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<td></td>
<td></td>
<td>691.24</td>
<td>14,516.04</td>
<td>15,530.76</td>
</tr>
<tr>
<td>2</td>
<td>21</td>
<td>EA</td>
<td>HSD-00013</td>
<td>MICROSOFT LIFE CAM</td>
<td>20</td>
<td>52100</td>
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<td></td>
<td>48.32</td>
<td>1,014.72</td>
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<td>0.00</td>
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<td></td>
</tr>
</tbody>
</table>

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

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

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
THE COUNTY OF DU PAGE, ILLINOIS

Required Vendor Ethics Disclosure Statement

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

Date: 1/6/20

Company Name: PCM Sales, Inc.  Company Contact: Daniel Harla
Contact Phone: 630-848-4582  Contact Email: daniel.harla@pcm.com

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

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

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

<table>
<thead>
<tr>
<th>Add Line</th>
<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>Add Line</th>
<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 any proposed 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 [Redacted]

Printed Name Paul Neiswinger
Title VP, Managed Services
Date 1/6/20

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

2020-28
### Procurement Review Checklist

**Requisition**

This form must accompany all County Purchase Requisitions.

#### New Purchase Order Request

<table>
<thead>
<tr>
<th>Date Submitted</th>
<th>Contract Term</th>
<th>Contract Total Amount</th>
<th>Requesting Dept.</th>
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<tbody>
<tr>
<td>January 6, 2020</td>
<td></td>
<td>$5,134.95</td>
<td>Sheriff's Office</td>
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</table>

#### Solicitation Method for Source Selection

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<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bernadette Mason</td>
<td>Completed</td>
<td>01/07/2020 10:21 AM</td>
</tr>
<tr>
<td>Colleen Zbilski</td>
<td>Completed</td>
<td>01/07/2020 10:22 AM</td>
</tr>
<tr>
<td>Nancy Buckley</td>
<td>Completed</td>
<td>01/07/2020 2:24 PM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>01/09/2020 8:55 AM</td>
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<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>01/13/2020 8:58 AM</td>
</tr>
<tr>
<td>Nancy Buckley</td>
<td>Completed</td>
<td>01/13/2020 9:18 AM</td>
</tr>
<tr>
<td>Judicial/Public Safety Committee</td>
<td>Pending</td>
<td>01/21/2020 8:00 AM</td>
</tr>
</tbody>
</table>
Procurement Review Checklist
Procurement Services Division

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

Vendor: SOS Technologies  Vendor #:  

Dept: DuPage County Sheriff's Office  Contact: Dep. Barkalow  

Contract Term:  Contract Total: $5,134.95  

Assigned Committee:  

Description of Procurement/Scope of Work/Background: Automated External Defibrillator pads for emergency medical equipment in squad cars, correctional facility, and other Sheriff's Office locations

Reason for Procurement: Replacement of expired defibrillator pads necessary to keep AEDs functional.

FUNDING SOURCE

☐ Procurement budgeted for (FY and budget code(s)): 1000-4415-52200  

☐ Budget Transfer (Date)  

Add'l Information:  

DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # BB2020-1 (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)

Deputy Brian Barkalow  Dec 31, 2019  

Prepared By  Date  Recommended for Approval  Date  IT Approval, if required  Date

REVIEWED BY (Initials Only)

Buyer  

Date  Procurement Office  Date

Chief Financial Officer  

Date  Chairman's Office  

(Decision Memos Over $25,000)  

Packet Pg. 68

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER
PHILIPS HEARTSTART FRx & FR2 DEFIBRILLATOR
SALES ORDER WORKSHEET

Delivery Schedule Subject to Product Availability

Quote valid 20 Days from: 12-19-19

Customer: Dupage County Sheriff's Department
Address 1: 501 N. County Farm Road
City/State/Zip: Wheaton, IL 60187

Contact: Deputy Brian Barkalow
Phone: 630-327-2529
e-mail: barkalowb@dupagecounty.org

Sales Rep: Luke Foran
Phone/Fax: 312-493-1067/888-554-8100
E-mail: lforan@sos4safety.com

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Description</th>
<th>Item</th>
<th>List Price (USD)</th>
<th>Bid Price (USD)</th>
<th>Extended Price (USD)</th>
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<td>$33.60</td>
<td>$4,200.00</td>
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<tr>
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<td>68903155221</td>
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<td>$103.00</td>
<td>$319.00</td>
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<tr>
<td>3</td>
<td>Heartstart AED Infant/Child Pads FR2</td>
<td>M3870A</td>
<td>$110.00</td>
<td>$66.00</td>
<td>$346.00</td>
</tr>
</tbody>
</table>

Shipping: $19.95

TOTAL: $5,134.95 TAX EXEMPT

Name/Title: ____________________________ Date: ____________________________

Returned Goods Policy -
# Quote

One Beat CPR Learning Center LLC  
4350 Oakes Road, Suite 500  
Davie, FL 33314

Phone: 954.321.5305  Fax: 954.321.5307  
Customer Service: sales@onebeatcpr.com  
www.onebeatcpr.com

<table>
<thead>
<tr>
<th>Name / Address</th>
</tr>
</thead>
</table>
| Dupage County Sheriffs Office  
DEP. Brian Barkalow  
501 N County Farm Road  
Wheaton, IL 60187 USA  
630-415-6294 |  

<table>
<thead>
<tr>
<th>Ship To</th>
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<table>
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<td>989803158221</td>
<td>FR2 Adult Pads 5-Pack</td>
<td>103.80</td>
<td>519.00</td>
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<tr>
<td>6</td>
<td>P-M3870A</td>
<td>FR2 AED Infant/Child Defibrillator Pads</td>
<td>66.00</td>
<td>396.00</td>
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<td>Shipping</td>
<td>UPS GROUND</td>
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<td>30.00</td>
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</table>

The prices in this quote will expire 60 days from date created.

Total $5,145.00
**QUOTE**

**CUST ID** | **DATE** | **QUOTE #**  
---|---|---  
131095 | 12/31/2019 | 161026  

**PREPARED FOR:** 630-407-2088  
Deputy Brian Barkalow  
Dupage County Sheriff's Office  
501 N County Farm Rd  
Wheaton IL 60187-3942  

**SHIP TO** 630-407-2088  
Deputy Barkalow  
Dupage County Sheriff’s Office  
501 N County Farm Rd  
Wheaton IL 60187-3942  

<table>
<thead>
<tr>
<th>Item</th>
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<th>Your Price</th>
<th>Total</th>
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<tr>
<td>11101-000016</td>
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<td>6</td>
<td>$19.99</td>
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<tr>
<td>Free Gift</td>
<td>AED Superstore Responder CPR Barrier Keychain</td>
<td>1</td>
<td>$4.99</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**FREE** Responder Keychain™ included with this order, compliments of your AED Superstore®  

Subtotal | $5,292.33  
Shipping | FREE  
Sales Tax | $0.00  
Estimate Total | $5,292.33  

Estimate valid for 30 days from above date.  
All items listed above are covered under our 30 Day Money Back Guarantee!  

**AED Superstore®**  
an ALLIED 100® company

---

PROUD SUPPLIER TO THE US GOVERNMENT  
GSA/VA Contract Number: V797D-50533  
Contract Expiration Date: 02/14/2021  
DUNS #: 121 306 984  
CAGE Code: 3DHR2  
FEIN/TIN: 27-0005083  
Business Size Classification: Large  

12/31/19 8:02a - Page 1 of 1
## Purchase Requisition
### Procurement Services Division

### Send Purchase Order To:
<table>
<thead>
<tr>
<th>Vendor: New Annuvia Co LLC dba SOS Technologies</th>
<th>Vendor #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Luke Fonash Email: <a href="mailto:Ifonash@sos4safety.com">Ifonash@sos4safety.com</a></td>
<td></td>
</tr>
<tr>
<td>Address: 4900 N. Elston Avenue</td>
<td></td>
</tr>
<tr>
<td>City: Chicago State: IL Zip: 60630-2427</td>
<td></td>
</tr>
<tr>
<td>Phone: (773) 685-8600</td>
<td>Fax: (773) 685-2424</td>
</tr>
</tbody>
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### Send Invoices To:
<table>
<thead>
<tr>
<th>Dept: DuPage County Sheriff’s Office Division: Budget</th>
<th>Attn: Colleen Zbilski Email: <a href="mailto:colleen.zbilski@dupagesheriff.org">colleen.zbilski@dupagesheriff.org</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address: 501 N. County Farm Rd Room:</td>
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</tr>
<tr>
<td>City: Wheaton State: IL Zip: 60187</td>
<td></td>
</tr>
<tr>
<td>Phone: 630-407-2122 Fax: 630-407-2055</td>
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### Send Payments To:
<table>
<thead>
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</thead>
<tbody>
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<td>Attn: Luke Fonash Email: <a href="mailto:Ifonash@sos4safety.com">Ifonash@sos4safety.com</a></td>
</tr>
<tr>
<td>Address: 4900 N. Elston Avenue</td>
</tr>
<tr>
<td>City: Chicago State: IL Zip: 60630-2427</td>
</tr>
<tr>
<td>Phone: (773) 685-8600 Fax: (773) 685-2424</td>
</tr>
</tbody>
</table>

### Payment Terms
- PER 50 ILCS 505/1
- Use for PO25 only

### LN Qty UOM Item Detail (Product #) Description FY Dept # Acctg Unit Acct # Sub-Accts and/or Activity # Unit Price Extension
| 1 | 125 | EA | 989803139261 | Phillips Heartstart smart Pads II | 1000 | 4415 | 52200 | | | 33.60 | 4,200.00 |
| 2 | 5   | EA | 989803158221 | Phillips FR2 Adult Defib Pads -5 Pack | 1000 | 4415 | 52200 | | | 103.80 | 519.00 |
| 3 | 6   | EA | M3870A       | Phillips FR2 AED Infant/Child Pads | 1000 | 4415 | 52200 | | | 66.00 | 396.00 |
| 4 | 1   | EA | Shipping Cost | | | | | | | 19.95 | 19.95 |
| 5 |     | EA |             | | | | | | | 0.00 | |

### Requisition Total $5,134.95

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

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

### User Department Internal Notes (these comments will NOT appear on the Purchase Order):
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 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>
</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 or vendor and shall update such disclosure with any changes that may occur.

<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

Print Name

Title

Date

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