



AGENDA – Administration Committee

Thursday, January 16, 2025

6:15 PM

- I. Roll Call
- II. Approval of the November 21, 2024 Administration Committee Minutes

RECOMMENDED MOTION: To approve the Minutes of November 21, 2024 Administration Committee Meeting of the DuPage Water Commission.

- III. Resolution No. R-01-25: A Resolution Authorizing and Ratifying the disposal of certain personal property owned by the DuPage Water Commission.
- IV. Resolution No. R-03-25: A Resolution Approving the purchase and installation of network switch hardware, from Park Place Technologies, LLC., at a cost of \$70,013.36, in accordance with Article VIII of the DuPage Water Commission bylaws.
- V. Resolution No. R-05-25: A Resolution to Authorize a Consulting Agreement with Park Place Technologies, LLC., for IT Network Managed Services, at a cost of \$ 2,560.00 per month or \$30,730.00 annually, in accordance with Article VIII of the DuPage Water Commission bylaws.
- VI. Resolution No. R-08-25: A Resolution establishing procedures for offering surplus real property for sale.
- VII. Request for Board Action: To authorize the estimated expenditures for professional training in the approved FY 24/25 Management Budget.
- VIII. Old Business
- IX. New Business
- X. Adjournment

**Minutes of a Meeting
of the**

ADMINISTRATION COMMITTEE

DuPage Water Commission
600 E. Butterfield Road, Elmhurst, Illinois

November 21, 2024

- I. Commissioner Cuzzone called the meeting to order at 6:16 PM.
Commissioners in attendance: N. Cuzzone, K. Rush, D. Van Vooren, J. Zay
Commissioners absent:
Also in attendance: P. May, C. Peterson, D. Mundall, Phil Luetkehans of Luetkehans, Brady, Garner & Armstrong, LLC.
- II. Commissioner Cuzzone asked for a motion to approve the Minutes of the October 21, 2024 Administration Committee Meeting, Commissioner Rush moved, seconded by Commissioner Van Vooren, unanimously approved by a voice vote. All aye, motion carried.
- III. Commissioner Cuzzone asked for a motion to approve Resolution R-73-24, a Resolution approving employee insurance benefits for plan year beginning January 1, 2025 and ending December 31, 2025. Commissioner Van Vooren moved, seconded by Commissioner Rush, unanimously approved by a voice vote, all aye, motion carried.
- IV. Commissioner Cuzzone asked for a motion to approve Resolution R-75-24. Recommendation to approve professional services contract for WaterLink Communications Strategy with WaterWell, LLC, at a not to exceed cost of \$32,000. Commissioner Van Vooren made the motion, seconded by Commissioner Rush unanimously approved by a voice vote. All aye, motion carried.
- V. Old Business
No Old Business was offered.
- VI. New Business
No New Business was offered.
- VII. Other
- VIII. Adjournment
Commissioner Van Vooren moved to adjourn the meeting at 6:21 PM, seconded by Commissioner Rush, unanimously approved by a voice vote. All aye, motion carried. Meeting adjourned.



Resolution #: R-1-25

Account: N/A

Approvals: *Author / Manager / Finance / Admin*

RCB RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 1/9/2025

Description: A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission

Agenda Section: Administration Committee

Originating Department: Pipeline & Remote Facilities

Resolution No. R-1-25 is a Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission. This Resolution authorizes the General Manager to dispose of the assets listed on Exhibit A to the Resolution in compliance with the DuPage Water Commission's Vehicle Replacement Policy as these assets are beyond their useful life cycle, repair or refurbishment cost is prohibitive, and these assets are no longer useful to the Commission.

The vehicle listed in Exhibit A will be listed for auction at Obenauf Auction Service, Inc., an open to the public Government and Municipal Auction house serving the Midwest, Northern Illinois and Southern Wisconsin. The estimated auction value 2011 Ford Escape Hybrid SUV is Approximately \$4,100.

The control boards will also be listed on an auction/reseller site. The value of the control boards is unknown. If the control boards remain unsold, the boards will be turned over to an electronic recycler for proper disposal.

Recommended Motion:

Adopt R-01-25, A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission.

EXHIBIT A

Qty	VIN/Serial Number	Description	Details
1	1FMCU4K36BK66350	2011 Ford Escape Hybrid SUV – 44,148 miles	<ul style="list-style-type: none"> Exceeds useful life. Increasing mechanical maintenance expenses due to being a Hybrid.
1	979061	Access Controls Controller ACX781	<ul style="list-style-type: none"> Replaced with Access Control Upgrade, exceeds useful life. Installation date 2001.
24	3069215, 3069184 3119814, 3158610 3069881, 3069908 3069906, 3069185 3069188, 3069905 3069882, 3158855 3069208, 3069929 3072352, 3069849 3069845, 3069183 3069187, 3091689 3069917, 3069178 3069907, 3069848	Access Controls Controllers AC-1	<ul style="list-style-type: none"> Replaced with Access Control Upgrade, exceeds useful life. Installation date 2010.
2	3185468, 3185462	Access Controls Controllers i2 600	<ul style="list-style-type: none"> Replaced with Access Control Upgrade, exceeds useful life. Installation date 2001.
4	3167351, 5252071 3151031, 2789887	Access Controls Controllers ACX-5700	<ul style="list-style-type: none"> Replaced with Access Control Upgrade, exceeds useful life. Installation date 2001.
1	5780664236	Access Controls Controller Infinity 800	<ul style="list-style-type: none"> Replaced with Access Control Upgrade, exceeds useful life. Installation date 2001.

RESOLUTION NO. R-01-25

**A RESOLUTION AUTHORIZING AND RATIFYING
THE DISPOSAL OF CERTAIN PERSONAL PROPERTY OWNED BY THE
DUPAGE WATER COMMISSION**

WHEREAS, the DuPage Water Commission is authorized to sell or otherwise dispose of personal property pursuant to 65 ILCS 5/11-135-6; and

WHEREAS, in the opinion of the Board of Commissioners of the DuPage Water Commission, the personal property described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the "Property") is no longer necessary or useful to or for the best interests of the DuPage Water Commission to retain or, if already disposed of, was not necessary or useful to or for the best interests of the DuPage Water Commission to retain;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The Board of Commissioners of the DuPage Water Commission hereby finds and determines that the Property is no longer necessary or useful to the DuPage Water Commission and the best interests of the DuPage Water Commission will be served by its disposal or, if already disposed of, was not necessary or useful to the DuPage Water Commission and the best interests of the DuPage Water Commission were served by its disposal.

SECTION TWO The General Manager is hereby authorized to dispose of the Property in such manner as the General Manager shall determine or, if already disposed of, the Board of Commissioners of the DuPage Water Commission hereby ratifies and confirms its disposal.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption.

	Aye	Nay	Absent	Abstain
Bouckaert, D.				
Cuzzone, N.				
Fennell, J.				
VACANT	_____			
Novotny, D.				
Pruyn, J.				
Romano, K.				
Rush, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2025.

James F. Zay, Chairman

ATTEST:

Danna Mundall, Clerk



Resolution #: R-03-25
Account: 01-60-628000, 01-60-685100
Approvals: *Author / Manager / Finance / Admin*
DC RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 1/9/2025

Description: **A Resolution Approving the Purchase and Installation of Network Switch Hardware, in accordance with Article VIII of the DuPage Water Commission Bylaws.**

Agenda Section: Administration Committee

Originating Department: Systems & Information Technology

The Commission’s network infrastructure comprises twelve (12) switches that compose the backbone of the Enterprise network environment. The switch functions include but are not limited to the use and propagation of the internet service providers, providing a subnet for the Storage Area Network (SAN), providing access to the internal file network, providing system redundancy between server rooms and critical network infrastructure, as well as provides the subnet for the wireless access point system.

The twelve (12) switches that form the backbone of the enterprise infrastructure are composed of several varying make, models, and ages. Many of the switches have now exceeded their expected life. With most of the switches exceeding their expected lifespan, Commission staff recommend the wholesale replacement and upgrade of the switch network hardware. With this recommendation, pricing was gathered for the replacement of hardware and professional services from several IT vendors typically used for purchasing and installation support:

IT Vendor	Hardware	Professional Services	Total
CDWG	\$123,000.00	n/a	\$123,000.00
Insight	\$139,268.00	n/a	\$139,268.00
ITSavvy	\$95,756.24	\$4,000.00	\$99,756.24
Park Place	\$66,273.36	\$3,740.00	\$70,013.36

Of these vendors, Commission staff requests the authorization to purchase the hardware and utilize the professional services of Park Place Technologies for the switch upgrade and replacement as they provided the lowest price for the work.

Recommended Motion: To approve Resolution No. R-03-25

DUPAGE WATER COMMISSION

RESOLUTION NO. R-03-25

A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF
NETWORK SWITCH HARDWARE IN ACCORDANCE WITH
ARTICLE VIII OF THE DUPAGE WATER COMMISSION BYLAWS

WHEREAS, the Commission was formed and exists pursuant to the Water Commission Act of 1985, 70 ILCS 3720/0.01 et seq., and Division 135 of Article 11 of the Illinois Municipal Code, 65 ILCS 5/11-135-1 et seq., for the purpose of securing an adequate source and supply of water for its customers; and

WHEREAS, the DuPage Water Commission received a price quotation from Park Place Technologies, dated October 25, 2024, in the amount of \$70,013.36 for the purchase of twelve (12) new network switch devices as requested by Commission staff; and

WHEREAS, the Board of Commissioners of the DuPage Water Commission believes it is in the best interest of the Commission to accept the price quotation offered by Park Place Technologies to purchase the twelve (12) new network switch devices as requested by Commission staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission as if fully set forth.

SECTION TWO: The price quotation of Park Place Technologies, dated as of October 25, 2024, for the purchase of twelve (12) new network switch devices as requested by Commission staff shall be and hereby is approved and accepted by the Board of Commissioners of the DuPage Water Commission in the amount of \$70,013.36 necessary to effect the purchase of said hardware is hereby approved without further act.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption.

	Aye	Nay	Absent	Abstain
Bouckaert, D.				
Cuzzone, N.				
Fennell, J.				
VACANT	_____			
Novotny, D.				
Pruyn, J.				
Romano, K.				
Rush, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2025.

James F. Zay, Chairman

ATTEST:

Danna Mundall, Clerk
Board/Resolutions/2025/R-03-25.docx

EXHIBIT 1

DuPage Water Commission



Statement of Work
SOW 882099.1

PARK PLACE TECHNOLOGIES, LLC

5910 Landerbrook Drive
Mayfield Heights, OH 44124-6508

www.parkplacetechologies.com

October 25, 2024

STATEMENT OF WORK

Revision History

Name	Date	SOW #	Notes
Scott Lau	October 25, 2024	882099.1	First version created

Onsite and Remote Services

This Statement of Work is made by and between DuPage Water Commission (“Customer”) and Park Place Technologies LLC (“Park Place”). Customer and Park Place may be referred to herein individually as a “Party” and collectively as the “Parties.” The Parties agree as follows:

OVERVIEW

Park Place will provide Customer with (1) engineer(s) onsite at Customer’s location and (1) remote engineer on a time and materials basis to assist with tasks noted below.

LOCATION

Park Place will provide the Services at the following location(s):

1. 300 E Butterfield Rd, Elmhurst, IL 60126
 - a. Main building.
 - b. Generator building

SOW TERM

The SOW shall become effective when it has been signed by both Parties and it shall expire upon completion of services or 60 days later, whichever is sooner. (the “SOW Term”).

SCHEDULE

The Parties will agree upon a schedule for the Services (the “Schedule”). In general, Park Place requires 10 business days’ notice from the date both parties execute this SOW to assign a Project Manager and schedule the Services.

SERVICES

Park Place will provide the following Services during the SOW Term (the “Services”):

Summary:

DuPage Water Commission has requested Park Place Technologies (PPT) to assist with the installation and configuration of (10) Aruba 6300M network switches. The purpose of the install is to replace the existing Aruba 2920 switches which are installed in two stacks in two separate buildings. A stack of 4 switches (3 of 48 ports, 1 of 24 ports) is installed in the Main building and a stack of 2 (2 of 24 ports) in the Generator building. They will be replaced by a stack of 6 (4 of 48 and 2 of 24 ports) in the Main building and a stack of 4 (2 of 48 and 2 of 24 ports) in the Generator building.

HPE Aruba Switch Replacements:

1. Onsite Services.
 - a. Field engineer will need laptop with hotspot, console cable, USB drive, and terminal emulator (e.g., Putty.)
 - b. Notify Customer of arrival onsite and locate Customer's equipment.
 - i. Existing switches – Main building.
 1. (3) Aruba 2920 48 port switches.
 2. (1) Aruba 2920 24 port switch.
 - ii. Existing switches – Generator building.
 1. (2) Aruba 2920 24 port switches.
 - iii. New switches – Main building.
 1. (4) HPE Aruba 6300M 48 port switches.
 2. (2) HPE Aruba 6300M 48 24 port switches.
 3. Associated mounting hardware and cables.
 - iv. New switches – Generator building.
 1. (2) HPE Aruba 6300M 48 48 port switches.
 2. (2) HPE Aruba 6300M 48 24 port switches.
 3. Associated mounting hardware and cables
 - c. Unpack equipment and stage as appropriate.
 - d. Contact Customer remote support engineer.
 - e. Power down and remove existing switches from rack(s) identified by Customer.
 - i. Place in designated area identified by Customer for Customer disposal.
 - f. Rack, stack, and cable new switches in Customer specified location and elevation.
 - g. Power on switches as directed.
 - h. Verify with remote engineer and Customer upon completion.
2. Remote Services.
 - a. Remote engineer will work with field engineer on the following.
 - b. Label all existing patch cables on the 2920 switches.
 - c. Remove all patch cables, shutdown the existing switches and remove them from the racks.
 - d. Install the new switches required for the new stacks.
 - i. (4) Aruba 6300M 48 port switches and (2) Aruba 6300M 24 port switches for the Main building and (2) Aruba 6300M 48 port switches and (2) Aruba 6300M 24 port switches for the Generator building.
 - e. Power up the switches and confirm that all switches in each stack have the same version of firmware. This is a requirement, for them to form VSF stacks.
 - f. If the switches have the same version of firmware, proceed with configuring the stack members before connecting the stack cables.
 - g. If the switches do not have the same version of firmware, first download and upgrade to the necessary firmware version.
 - h. Once the switches are configured, connect the stacking cables and confirm that the stacks are properly formed.
 - i. Install the configurations provided by the Customer.
 - j. Connect all patch cables.
 - k. Work with the Customer to test connectivity and functionality and to confirm that all services are up and running as expected.
 - l. Clean up the work area, organize and put away the replaced old switches per Customer's instructions.
 - m. Depart the site, ONLY after remote support engineer and Customer has given the OK to depart.

In addition, Park Place shall provide a Project Manager who will drive the delivery and completion of all Services and provide periodic status reports on the Services.

Out of Scope:

1. Any task not specified in Services.
2. Transport, disposal, and removal of equipment and cables offsite.

SOFTWARE

Customer agrees that Park Place may act as Customer’s agent to the extent that Customer requests that Park Place load OEM software, patches, updates, microcode, operating systems, fixes, repairs, or similar matters (the “Software”) onto Customer’s equipment as part of the Services. Customer shall download all such Software. Customer represents and warrants that it has all rights necessary to authorize and allow Park Place to load the Software onto the equipment. Customer agrees to indemnify, defend, and hold harmless Park Place regarding any claims made against Park Place relating to Park Place’s activities and actions relating to such Software in reliance upon Customer’s representations, warrants and authorizations provided herein. The foregoing indemnification obligations shall not be subject to the limitation of liability set forth below.

CUSTOMER RESPONSIBILITIES

Customer shall be responsible for the following:

1. Providing a Point of Contact who will serve as a project interface for Park Place. He/she must have the authority to act on behalf of Customer with respect to the Services both technically and administratively.
2. Coordinating and providing onsite and remote access to the necessary systems with the appropriate security clearance assigned to Park Place as needed to provide the Services.
3. Making all hardware and software purchases necessary for Park Place to complete the project.
4. Allowing Park Place to use Customer’s vendor support contracts on Customer’s behalf, if necessary, to provide the Services.
5. Procuring all necessary software and hardware maintenance contracts.
6. Ensuring all data has been properly backed up prior to start of Services. Park Place is not responsible for any data loss that may occur while providing the Services.
7. Ensuring that all equipment is on site and available prior to our arrival.
8. Providing device location(s) prior to our arrival on site. To include Grid, Rack(s), and Elevation(s) as applicable.
9. Providing all required cabling in appropriate type(s), length(s), color(s), and quantities.
10. Providing real time support to the field engineer throughout the Services.
11. Transport, disposal, and removal of equipment and cables offsite.

PROJECT MANAGEMENT

Park Place’s project management approach is in accordance with PMI’s project management standards. Park Place will provide a project plan that outlines how Park Place will provide the Services. Park Place’s expert architects will help with any technical questions/issues that arise in the course of providing the Services. Park Place will organize periodic status update meetings to review the project progress with Customer. Once identified, Park Place and Customer will promptly discuss issues and risks to decrease resolution time and mitigate the impact to the schedule.

FEE

The estimated Fees for the Services are outlined below.

Description	Fee Type	Estimated Hours	Rate	Price
Project Manager	Hourly	4	\$140.00	\$560.00
Field Engineer	Hourly	8	\$135.00	\$1,080.00
Remote Engineer – AEG	Hourly	8	\$250.00	\$2,000.00
Travel Expenses	Estimate	N/A	N/A	\$100.00
Total Estimated Price:				\$3,740.00

1. Project Management rate includes coordination with stakeholders, administrative tasks, follow-up, and escalation process. Time spent by Park Place PM to take part in bridge call, any other tasks requested by Customer, will be billed at the hourly rate specified above in increments of 30 minutes.
2. The rates indicated in the fee table above are for Services provided during normal business hours. An uplift of 150% will be applied for Services provided after hours. Normal business hours are defined as 8am – 5pm local time Monday – Friday, excluding holidays.
3. Customer will be billed for hours used. Any time spent over the estimated hours will be billed at the hourly rate specified above in increments of 30 minutes. Minimum billing of four hours labor per engineer for each site visit and a minimum of four hours of remote engineer labor will be billed.
4. Park Place will bill Customer at the hourly rate specified in the fee table above per engineer for any delays caused by Customer to the extent such delays result in the use of Park Place resources.
5. Travel expenses listed in the fee table above are the minimum estimate and may be exceeded. All travel expenses will be billed.
6. Parties may determine that it is necessary to exceed the Fee’s for the Services as stated in the “Fee” section. In such event, Park Place will issue a Change Order for the Customer to sign and authorize additional funding.
7. Park Place will invoice Customer monthly in arrears for all Services provided and applicable expenses during such month. Terms are Net 30.
8. After the Parties agree upon the Schedule for the Services, Customer must provide a minimum of (1) business day’s written notice to Park Place if Customer wishes to change the date for any such scheduled Services. Failure to provide this notice will result in cancellation fees.
9. Cancellation of Services will be invoiced as follows:
 - a. Cancelled less than 24 hours before the scheduled engagement 100% of the fee.
 - b. Cancelled less than 48 hours before the scheduled engagement 50% of the fee.
10. All prices quoted are in USD and exclude any applicable taxes or VAT.

TERMS AND CONDITIONS

EXCEPT AS EXPRESSLY PROVIDED ELSEWHERE IN THIS SOW, NEITHER PARTY MAKES ANY WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, AND EACH PARTY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. EXCEPT FOR ANY CLAIMS INVOLVING FRAUD, PERSONAL INJURY, DEATH, GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY, WHETHER IN CONTRACT, TORT OR OTHERWISE, (A) FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES, OR LOSS OF USE, PROFITS OR DATA (EVEN IF SUCH DAMAGES ARE FORESEEABLE, AND WHETHER OR NOT A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), OR (B) IN AN AMOUNT GREATER THAN THE TOTAL AMOUNTS PAID AND PAYABLE TO PARK PLACE BY CUSTOMER UNDER THIS SOW.

Each party hereto acknowledges and agrees that, during the SOW Term and for one (1) year thereafter, neither party will hire or solicit to hire the other party’s employees, contractors or agents without the other party’s prior written consent.

EXPIRATION OF OFFER

The pricing set forth above is valid for 60 days from the date on which Park Place first presents this SOW to Customer. If Park Place and Customer fail to execute the SOW within such time period, Park Place’s offer shall be deemed to have been revoked. If Customer still wishes to purchase the Services, Customer may contact Park Place to request an SOW. Park Place will issue a new draft SOW and Park Place reserves the right to present revised pricing in such SOW.

ACCEPTANCE

Each person signing below represents that he or she has the authority to execute this Statement of Work on behalf of the applicable Party.

IN WITNESS, WHEREOF, Customer and Park Place have caused this Statement of Work to be executed by their duly authorized representatives.

DuPage Water Commission
Park Place Technologies LLC

 BY: _____
 (AUTHORIZED SIGNATURE)

 BY: _____
 (AUTHORIZED SIGNATURE)

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____



SCHEDULE : 876573-0

Schedule For: DuPage Water Commission

Pricing valid for 30 days from this date: 30-Sep-24

COMPANY: DuPage Water Commission	CONTACT: Sanghyo Kim +1.630.8340100 kim@dpwc.org	TERM START: 01-Nov-24	PPT REP: Nick Gizzo NGizzo@parkplacetech.com
ADDRESS: 600 E Butterfield Rd Elmhurst, IL 60126-4642 United States	BILL TO: DuPage Water Commission 600 E Butterfield Rd Elmhurst, IL 60126-4642 United States	TERMS END: 31-Oct-25	COVERAGE START: 01-Nov-24
		BILL FREQUENCY: Full Term Prepaid	CURRENCY: USD
		PAYMENT TERMS: Net 45	SCHEDULE TYPE: Maintenance
			AGREEMENT #:

ASSET LOCATION: 600 E Butterfield Rd, Elmhurst, IL 60126-4642, United States

LINE	OEM	DESCRIPTION	SERIAL #	SLA	QTY	START	END	STATUS	TOTAL
1.1	HP	Aruba 6300M 24x1GbE PoE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL658A-1	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	246.00
1.2	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL658A-1		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.3	HP	Aruba 6300M 24x1GbE PoE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL658A-2	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	246.00
1.4	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL658A-2		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.5	HP	Aruba 6300M 24x1GbE PoE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL658A-3	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	246.00
1.6	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL658A-3		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.7	HP	Aruba 6300M 24x1GbE PoE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL658A-4	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	246.00
1.8	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL658A-4		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.9	HP	Aruba 6300M 48x1GbE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL663A-1	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	211.56
1.10	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL663A-1		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.11	HP	Aruba 6300M 48x1GbE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL663A-2	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	211.56

ASSET LOCATION: 600 E Butterfield Rd, Elmhurst, IL 60126-4642, United States

LINE	OEM	DESCRIPTION	SERIAL #	SLA	QTY	START	END	STATUS	TOTAL
1.12	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL663A-2		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.13	HP	Aruba 6300M 48x1GbE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL663A-3	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	211.56
1.14	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL663A-3		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.15	HP	Aruba 6300M 48x1GbE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL663A-4	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	211.56
1.16	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL663A-4		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.17	HP	Aruba 6300M 48x1GbE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL663A-5	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	211.56
1.18	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL663A-5		7x24x4	1	01-Nov-24	31-Oct-25	New	Included
1.19	HP	Aruba 6300M 48x1GbE 4xSFP56 Switch - ParkView Support ParkView Supported	31063-JL663A-6	Network 7x24xNBD NL	1	01-Nov-24	31-Oct-25	New	211.56
1.20	PPT	• ParkView Hardware Monitoring ~ Networking Misc: 31063-JL663A-6		7x24x4	1	01-Nov-24	31-Oct-25	New	Included

GRAND TOTAL: 2,253.36

SERVICE DESCRIPTIONS; TERMS AND CONDITIONS

The services set forth on the above Order Schedule (the “Services”) are for the period stated on the Order Schedule commencing on the term start date referenced on the Order Schedule. Customer’s rights and Park Place Technologies’ obligations with respect to the Services are set forth in the following documents, EACH OF WHICH IS INCORPORATED IN THE CONTRACT BY THIS REFERENCE and each of which is located at <https://www.parkplacetechnologies.com/contracts/> (collectively, the “Agreement”): (a) the applicable Service Descriptions for the purchased Services and (b) General Terms and Conditions for Purchase of Services*, in the case of each of (a) and (b) as in effect on the date hereof and inclusive of addenda and documents referenced therein. Customer may request printed copies of these documents by emailing legal@parkplacetech.com. If this Order Schedule expressly conflicts with the other documents comprising the Agreement, this Order Schedule controls.

*If Customer and Park Place Technologies have executed a Master Services Agreement which (a) includes within its scope the Order Schedule and (b) remains in full force and effect, then such Master Services Agreement for all purposes of the Agreement will be deemed to be the General Terms and Conditions for the Purchase of Services.

ACCEPTANCE AND PAYMENT TERMS

By Customer signature below, Customer accepts this Order Schedule as issued by Park Place Technologies and agrees to the terms, provisions and conditions of the Agreement.

Customer is required to submit a purchase order (unless otherwise noted above) and acknowledges that any terms contained in such purchase order that conflict with the Agreement are void and of no force and effect. Any reference to a purchase order number on an invoice is for administrative purposes only. This Order Schedule and purchase orders should be submitted to your sales representative. Execution of this Order Schedule and/or submission of a purchase order accepting the quote contained in this Order Schedule constitutes agreement to the terms, provisions and conditions of the Agreement.

Payment terms are set forth above. Prices stated are exclusive of taxes, duties and similar assessments on the sale or Customer’s use, which Customer agrees to pay. When applicable, Customer will provide the VAT or GST identification number(s) to Park Place Technologies. If Customer is tax exempt, Customer must provide a valid tax exemption certificate.



PARK PLACE
TECHNOLOGIES

SCHEDULE : 876573-0



Schedule For: DuPage Water Commission

Pricing valid for 30 days from this date: 30-Sep-24

ACCEPTANCE:

DuPage Water Commission

(CUSTOMER NAME)

SIGNATURE

PRINTED NAME & TITLE

DATE

Please return one signed copy of this Statement of Work to:

Park Place Technologies LLC
5910 Landerbrook Drive, Suite 300
Mayfield Heights, OH 44124
United States

Quote: Q-31063

Account Executive: Marek Nold
Email: mnold@curvature.com
Phone: (805) 403-4409

Date: 18-SEP-2024
 Expiration Date: 22-NOV-2024
 Payment Terms: TBD
 Currency: USD
 CIP (Cost, Insurance Paid to)

Address: Curvature LLC.
 7418 Hollister Avenue, Suite 110
 Santa Barbara, CA 93117
 United States

Customer:
 Dupage Water Commission
 Sanghyo Kim

Bill To:
 Dupage Water Commission
 Sanghyo Kim

Ship To:
 Dupage Water Commission
 Sanghyo Kim

kim@dpwc.org
<https://www.dpwc.org/>

CX6300 Fiber Switch

Hardware and Software

Line	Part Number	QTY	Description	Sales Price	Total Price
1	JL658A	4	HPE ARUBA 6300M SWITCH 24-PORT SFP+ AND 4-PORT SFP56	\$6,350.00	\$25,400.00
2	JL085A	8	ARUBA X371 12VDC 250W 100-240 VAC POWER SUPPLY	\$450.00	\$3,600.00
3	CAB-PWR-C15-NA	8	AC POWER CORD, C15 TO NEMA 5-15P, NORTH AMERICA 14 AWG	\$0.00	\$0.00
4	JL482A	4	ARUBA X472 2-POST RACK KIT:HPE ARUBA CAMPUS 83XX SWITCH	\$0.00	\$0.00

HARDWARE AND SOFTWARE SUBTOTAL USD: \$29,000.00

CX6300 Fiber Switch SUBTOTAL: \$29,000.00

CX6300 - 48-port Switch

Hardware and Software

Line	Part Number	QTY	Description	Sales Price	Total Price
5	JL663A	6	ARUBA 6300M 48-PORT 1GBE AND 4-PORT SFP56	\$3,650.00	\$21,900.00
6	JL669A	6	ARUBA 6300M FAN TRAY PL-WB PERP PL-35	\$145.00	\$870.00

Did you know we will buy your excess server, storage, and network hardware and give you credit to put towards your purchase today? Contact us today to learn more.



Quote: Q-31063

Account Executive: Marek Nold
Email: mnold@curvature.com
Phone: (805) 403-4409

Date: 18-SEP-2024
 Expiration Date: 22-NOV-2024
 Payment Terms: TBD
 Currency: USD
 CIP (Cost, Insurance Paid to)

Line	Part Number	QTY	Description	Sales Price	Total Price
7	JL085A	12	ARUBA X371 12VDC 250W 100-240 VAC POWER SUPPLY	\$450.00	\$5,400.00
8	CAB-PWR-C15-NA	12	AC POWER CORD, C15 TO NEMA 5-15P, NORTH AMERICA 14 AWG	\$0.00	\$0.00
9	JL482A	6	ARUBA X472 2-POST RACK KIT:HPE ARUBA CAMPUS 83XX SWITCH	\$0.00	\$0.00

HARDWARE AND SOFTWARE SUBTOTAL USD: \$28,170.00

CX6300 - 48-port Switch SUBTOTAL: \$28,170.00

Optics and Cables

Hardware and Software

Line	Part Number	QTY	Description	Sales Price	Total Price
10	R0M46A	10	0.65M - ARUBA 50G SFP56 TO SFP56 0.65M CABL DAC CABLE PL-I6	\$265.00	\$2,650.00
11	JL563B-CURV	24	HPE ARUBA NETWORKING 10GBASE-T SFP+ RJ45 30M CAT6A	\$175.00	\$4,200.00

HARDWARE AND SOFTWARE SUBTOTAL USD: \$6,850.00

Optics and Cables SUBTOTAL: \$6,850.00

SUBTOTAL: \$64,020.00

FREIGHT: TBD

ESTIMATED TAX (): TBD

D&T: TBD

TOTAL USD: \$64,020.00

TERMS AND CONDITIONS:

Terms of Sale: Curvature's standard terms and conditions for the sale of equipment are incorporated by reference into this Quote and shall govern the sale of the equipment set forth above (collectively, the "Products"). Such terms and conditions are posted on the following page: <https://www.curvature.com/PoliciesAndWarranty#TermsAndConditionsEQ>.

If (i) Customer and Curvature have executed a Master Services Agreement (MSA) or Master Equipment Purchase Agreement (MEPA); or (ii) Customer and a Park Place Technologies entity have executed a MSA or MEPA that also governs transactions between affiliates of Customer and Park Place Technologies, which (a) includes within the scope the purchase of equipment by Customer and (b) remains in full force and effect, then such MSA or MEPA, for all purposes of the Agreement, will be deemed to be the standard terms and conditions for the sale of equipment.

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Quote: Q-31063

Account Executive: Marek Nold
Email: mnold@curvature.com
Phone: (805) 403-4409

Date: 18-SEP-2024
Expiration Date: 22-NOV-2024
Payment Terms: TBD
Currency: USD
CIP (Cost, Insurance Paid to)

Product and Pricing: Pricing valid through the expiration date on this document. Product and pricing details subject to change based on market trends and availability of product; any such change will be communicated to Customer for authorization prior to shipment.

****All credit card transactions are subject to a 4% service fee****

Warranty: Curvature's warranty for the Products can be found at the following page:
<https://www.curvature.com/PoliciesAndWarranty#Warranty>

Returns: Curvature's return policy for the Products can be found at the following page:
<https://www.curvature.com/PoliciesAndWarranty#ProductReturns>.

Freight, Duties, and Taxes: Freight and taxes subject to change depending upon shipping location and terms. Taxes provided on the quote are only an estimate. Taxes will be charged in compliance with applicable governing authorities.

Import/Export: The Products are sold and exported in accordance with all applicable laws including, but not limited to, the US Export Administration Regulations administered by the US Department of Commerce, the European Union 428/2009 export regulations, Singapore's Strategic Goods Control Act, and all other applicable import and export laws. Diversion contrary to any such laws is prohibited. By accepting delivery of the Products, Customer and, if applicable, its appointed agent, thereby agree to comply with all such laws. Curvature may require Customer to sign an Export Control Certification and provide further details regarding Customer's intentions for the Products (including final destination, intended end use and intended end user) prior to delivery. Failure to provide such certification and information upon request may result in Curvature's cancellation of this Quote.

Did you know we will buy your excess server, storage, and network hardware and give you credit to put towards your purchase today? Contact us today to learn more.

Page 3 of 3





Resolution #: R-05-25

Account: 01-60-629000

Approvals: *Author / Manager / Finance / Admin*

DC RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 1/9/2025

Description: **A Resolution Authorizing the Execution of a Consulting Agreement with Park Place Technologies, LLC for IT Network Managed Services in accordance with Article VIII of the DuPage Water Commission Bylaws.**

Agenda Section: Administration Committee

Originating Department: Administration

Resolution No. R-05-25 would approve a Consulting and Network Management Service Agreement with Park Place Technologies, LLC for Information Technology (IT) Managed and Consulting Services in connection with the Commission Servers, Firewall, Switches, SAN, Backup System & Cloud Storage, Wireless Network, Cyber Security, and other IT projects that may arise.

The Commission relies heavily on technology to operate in the most efficient manner. The Commission's Information Technology needs continue to grow, and with current cyber security concerns, it is imperative to have subject matter experts available to assist staff. The Commission has utilized IT consulting services to provide both remote monitoring and on-call service to allow the Commission to continue operating at the highest level of efficiency and security.

The Commission has had a contract with ITSavvy LLC, the current IT network-managed service provider for about seven years and though the technical support has been satisfactory, their service prices have steadily increased. Commission staff decided to evaluate the current IT service contract with several other reputable IT vendors to determine how the support and pricing compare to others in the market.

IT MSP Vendor	Monthly Managed Service Cost
CompassMSP	\$4,810.00
ITSavvy	\$5,850.50
Park Place Technologies	\$2,560.00
Safari Micro	\$4,125.00

Throughout the process of meeting with the various IT vendors, requesting information and pricing for a similar level of IT network monitoring and support, Park Place Technologies, LLC came in with the most favorable price and provided the required service and support requested by all vendors.

Commission staff recommends the authorization of Park Place Technologies, LLC managed services for a one-year agreement in the amount of \$2,560.00 per month or \$30,730.00 annually for Consulting and Network Management Services.

Recommended Motion: To Approve Resolution R-05-25.

DUPAGE WATER COMMISSION

RESOLUTION NO. R-05-25

A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSULTING AGREEMENT
WITH PARK PLACE TECHNOLOGIES, LLC FOR CONSULTING SERVICES

WHEREAS, the Commission was formed and exists pursuant to the Water Commission Act of 1985, 70 ILCS 3720/0.01 et seq., and Division 135 of Article 11 of the Illinois Municipal Code, 65 ILCS 5/11-135-1 et seq., for the purpose of securing an adequate source and supply of water for its customers; and

WHEREAS, the Commission desires to obtain monthly management services and from time to time additional IT project work, and Park Place Technologies, LLC, an Illinois limited Liability Corporation (“Consultant”), desires to provide monthly IT management services and from time to time additional IT project work in connection with the Commission’s information technology systems; and

WHEREAS, for ease of administration, the Commission and Consultant desire to enter into a consulting agreement setting forth the terms and conditions pursuant to which the Commission will obtain monthly management services and from time to time additional IT project work, and Consultant will provide monthly management services and from time to time additional IT project work to be approved by the Commission and Consultant; and

WHEREAS, the Commission further desires to obtain under the consulting agreement, and Consultant further desire to provide under the consulting agreement, consulting services in connection with information technology systems;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are hereby incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: A Consulting Agreement between the DuPage Water Commission and Park Place Technologies, LLC for Consulting Services, in substantially the form attached hereto and by this reference incorporated herein and made a part hereof as Exhibit 1, with such modifications as may be required or approved by the General Manager of the Commission, shall be and it hereby is approved. The General Manager shall be and hereby is authorized and directed to execute the Consulting agreement in substantially the form attached hereto as Exhibit 1 with such modifications as may be required or approved by the General Manager; provided, however, that the Consulting Agreement shall not be so executed on behalf of the Commission unless and until the General Manager shall have been presented with copies of the Consulting Agreement by Park Place Technologies.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption.

	Aye	Nay	Absent	Abstain
Bouckaert, D.				
Cuzzone, N.				
Fennell, J.				
VACANT	<hr style="border: 1px solid black;"/>			
Novotny, D.				
Pruyn, J.				
Romano, K.				
Rush, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2025.

James F. Zay, Chairman

ATTEST:

Danna Mundall, Clerk

Board/Resolutions/2025/R-05-25.docx

EXHIBIT 1



STATEMENT OF WORK FOR INFRASTRUCTURE MANAGEMENT SERVICES

Presented to:

DuPage Water Commission

December 10th, 2024

897812

v0.1

Prepared by Park Place Technologies

Contact Person:

Zakk McDonald

zmcdonald@parkplacotech.com



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SECTION 1 - INTRODUCTION

This Statement of Work (“SoW”) is entered into by Park Place Technologies (“PPT”), and

DuPage Water Commission
600 E Butterfield Rd
Elmhurst IL 60126-4642
 (“Customer”)

Customer’s rights and PPT’s obligations with respect to the Services (defined below) are set forth in (i) this SoW (including any exhibits and appendices), and (ii) General Terms and Conditions for Purchase of Services located at ParkPlaceTechnologies.com/contracts/ (the “General Terms”), which are incorporated into this SoW by reference (the SoW and General Terms, together, the “Agreement”). In the event of a conflict between this SoW and the General Terms, this SoW will control. In the event the Customer and PPT have executed a Master Services Agreement which (a) includes within its scope this SoW and (b) remains in full force and effect, then such Master Services Agreement for all purposes of the Agreement will be deemed to be the General Terms.

SECTION 2 - DEFINED TERMS

Capitalized terms used in this SoW have the meanings set forth below.

TERM	DEFINITION
Agreement	This SoW and the General Terms.
Asset	A uniquely identifiable physical (hardware) or logical (operating system) entity in Customer’s IT estate.
Central Park	PPT’s customer portal
Change Management	The systematic approach to planning, implementing, and controlling changes to information technology systems, infrastructure, applications, or processes within the scope of this SoW.
Covered Systems	The inventory of hardware assets and / or systems identified by Customer as the scope for this SoW. The list is in Annex 2 of this SoW.
Customer	As defined in Section 1 above.
Entitled / Entitlement	The permission or authorization granted to Customer to use a particular software product. Entitlements can include a range of permissions, such as the right to install and run the software, to make copies of the software, or to receive updates and technical support.
Estate	The total population of Customer’s IT equipment, virtualization technology, operating systems, containers, services, and applications.

General Terms	General Terms and Conditions for Purchase of Services located at https://www.parkplacetechologies.com/contracts/ . If Customer and PPT have executed a Master Services Agreement which (a) includes within its scope this SoW and (b) remains in full force and effect, then such Master Services Agreement will be deemed to be the General Terms
Incident	An unexpected event, issue or disruption that negatively impacts the normal operation of IT services or systems.
Incident Management (IM)	The process within IT service management (ITSM) that focuses on resolving unexpected issues, disruptions, or events that negatively impact the normal operation of IT services or systems. The primary goal of incident management is to restore normal service operations as quickly as possible, minimizing any adverse effects on business processes, end-users, or customers.
Installation Management	The planning, coordination, execution, and maintenance of the process of integrating new software, or systems into an existing IT environment.
Intelligent Infrastructure Monitoring	The monitoring of supported systems using PPT tools to proactively identify issues, deliver real-time insights, and correlate events for visibility into the performance and status of the customer's environment.
Managed Services	Outsourced IT functions or processes provided by a third-party service provider, which is responsible for the proactive management, maintenance, and support of these functions.
Major Release	A major change to the supported software in functionality or architecture, characterized by a higher combination of the two version numbers, or as defined by the Original Equipment Manufacturer.
Minor Release	A scheduled release containing small functionality updates and/or accumulated resolutions to defects or non-conformances made available since the immediately preceding release (whether Major Release or Minor Release). Minor Releases shall include "Maintenance Releases" which are supplemental to and made available between Major Releases and other Minor Releases, issued and provided under specific vendor service level or maintenance obligations and contain only accumulated resolutions or mandated changes.
OEM	Original Equipment Manufacturer
Onsite	At a customer site location.
Patching	The process of applying updates or fixes, known as "patches," to software or firmware to which Customer has Entitlement.
Remediation	The process of identifying, resolving, and mitigating issues, vulnerabilities, or deficiencies in systems, or processes.

Root cause analysis (RCA)	A systematic problem-solving method used to identify the underlying cause or causes of a problem, issue, or failure. The primary objective of RCA is to determine the root cause(s) of a problem and implement corrective actions to prevent the issue from recurring, rather than just addressing the symptoms or immediate consequences.
Service Level Agreement (SLA)	In this SoW, Service Level Agreements are defined in Section 10 – Performance Standards: SLAs and KPIs .
Service Request	A formal or informal request from the Customer. It is a non-incident-related request that involves the provision of a predefined service with a specific outcome.
Services	In this SoW, Infrastructure Support to the extent outlined in Section 4 – Services and Deliverables
SLA Coverage Window (Days)	Days of service coverage in a week in which the PPT services are delivered, the default being seven days per week.
SLA Coverage Window (Hours)	Hours of service coverage during the day that PPT services are delivered, the default being 24 hours per day.
SLA Resolution Time	The maximum allowed time between the creation of the Service ticket and resolution of the identified issue on Covered System. PPT will use commercially reasonable efforts to meet the resolution time.
SLA Response Time	The maximum allowed time from when a call for service is received by the PPT Support Center to the first acknowledgment to Customer. Service tickets are time-stamped to track the response time. Response time will be determined by the severity of the incident logged as defined in Section 10 of this SoW.
Statement of Work (SoW)	This Statement of Work (SoW).
System Management (SM)	The administration and oversight of Customer Information technology (IT) infrastructure, including hardware, software, networks, and other related components which are in scope as per the Services included in this SoW.
Technical Support	PPT's technical support staff, comprising of Level 1 and Level 2 global monitoring and control teams and Level 3 support engineering staff who provide expert advice and support
Term	As defined in Section 6 - Contract Term below.
Triage	The process of quickly assessing, prioritizing, and categorizing incidents, issues, or problems based on their severity, impact, and urgency.

SECTION 3 - GENERAL DESCRIPTION OF SERVICES

The Services to be provided by PPT pursuant to this SoW, subject to the further terms and conditions set forth in this SoW, are:

PPT's ParkView Infrastructure Management service offering, including:

- Help Desk, Ticketing, and Technical Support
- Incident Management
- Remediation of issues
- Patch Management

SECTION 4 - SERVICES AND DELIVERABLES

A. Site Locations and Systems Identification

The Services will be provided with respect to the systems identified in Annex 2.

B. Monitoring and Ticketing (PPT Base support tier)

(i) Monitoring and Support

PPT will provide 24/7 Intelligent Infrastructure Monitoring using PPT monitoring tools to proactively identify issues, deliver real-time insights, and correlate events for visibility into the performance and status of Customer's environment. PPT 24/7 Intelligent Infrastructure Monitoring includes:

- Performance & Utilization Monitoring
- Availability Monitoring
- Network Configuration Monitoring

PPT will provide appropriate ticketing and engineering resources to deliver the Services to support the Covered Systems. In addition to the contracted level of support as set forth in this SoW, PPT offers access to the PPT Technical Support Level 1 team 24 hours a day, 7 days a week, 365 days a year, which includes:

- General phone support for the supported environment
- Opening of a support incident
- Call status reports

Specifically, the PPT Technical Support Level 1 team will provide:

- Level 1 Incident Management
- Actionable Alert / Event Notification
- Common cause identification
- Defined Escalation Procedure

All activities are transparent to Customer, which will have visibility to incident tickets, engineering notes and progress through Central Park.

Credentials for access to Central Park will be provided to the Customer during the onboarding process.

PPT have a service management platform-agnostic API for Central Park which will be made available to Customer. Integration between Customer's ticketing system and PPT's Central Park can be implemented to allow two-way ticket flow. The integration will be performed on Customer's system by Customer or agent thereof.

(ii) Ticket Creation

Tickets for Incident and Service Requests will be created through one of five routes:

1. *Monitoring*: PPT's monitoring solutions will be configured to monitor Customer's Covered Systems and to create tickets which will route to the PPT Technical Support Level 1 team.
2. *Central Park customer portal*: Customer may log into Central Park to open a ticket.
3. *Customer ITSM Integration to Central Park*: If configured, Customer may create tickets within its own ITSM with automated two-way ticket flow between systems.
4. *Phone Calls (Preferred option for S1 tickets)*: Customer may place a call to PPT, providing as much information as possible for a timely resolution.
5. *Live Chat*: Customer may use 24/7 chat with direct access to PPT team member. Note, not to be used for S1 incidents.

(iii) Ongoing Management and Troubleshooting

On receipt of any monitoring alerts or manually logged tickets, the PPT Technical Support team will:

- Perform triage.
- Investigate the incident.
- Perform mutually agreed-upon escalation procedures, including contacting 3rd party organizations.

C. Incident Management (PPT Base support tier)

Incident management will involve the following steps:

1. *Incident identification*: The process begins with detecting and reporting an incident, which can come from various sources, such as monitoring tools, automated alerts, or end-user reports. Incident identification is designed to efficiently handle incident triage and fault verification leveraging PPT monitoring tools and technologies followed by procedure-based notification.
2. *Incident logging*: Once an incident is identified, it is recorded in a centralized incident management system or ticketing tool, capturing essential information such as the date, time, description, impact, and priority.
3. *Incident categorization*: The incident is classified according to its type, severity, and affected service or system to help prioritize and route it to the appropriate support team or individual.

4. *Incident prioritization*: Based on the impact and urgency of the incident, a priority level is assigned to ensure that the most critical incidents are addressed first, and resources are allocated effectively.
5. *Incident assignment*: The incident is assigned to a support team or individual with the appropriate skills and expertise to investigate and resolve the issue.
6. *Incident investigation and diagnosis*: The assigned support team or individual analyses the incident, identifies the root cause, and develops a plan for resolving the issue.
7. *Incident resolution and recovery*: The support team or individual implements the necessary steps to fix the issue and restore normal service operations, which may involve applying a workaround, deploying a patch, or making a configuration change.
8. *Incident closure*: Once the incident has been resolved, it is marked as closed, and any relevant documentation or knowledge is updated to help prevent or address similar incidents in the future.

D. Remediation Services (PPT Plus support tier)

(i) General Description of Remediation Services

Remediation Services are designed to timely respond and resolve incidents affecting Covered Systems. Remediation Services are provided in accordance with the contracted SLAs as set forth in this SoW and include operational reviews of data from PPT monitoring tools and technologies to confirm the overall health and performance of the environment. It is the Customer's responsibility to identify items through normal service means that require Remediation Services, unless those items are detected by PPT monitoring tools and technologies. Generally, Remediation Services encompass a wide range of activities, including but not limited to:

1. *Patching*: Applying updates or fixes to software or firmware to address security vulnerabilities, fix bugs, or improve performance. For the purposes of this SoW, patching refers specifically to the installation of Minor Releases on systems to which the customer has entitlement.
2. *Configuration changes*: Modifying settings, parameters, or configurations in systems, applications, or networks to enhance security, functionality, or compliance with best practices or regulatory requirements.
3. *Vulnerability management*: Prioritizing and addressing security vulnerabilities in IT assets to protect against potential attacks, exploits, or unauthorized access.
4. *Process improvements*: Identifying and implementing changes to IT processes, workflows, or policies to enhance efficiency, effectiveness, and/or compliance.
5. *Training and awareness*: Providing education and guidance to Customer on best practices, security principles, or regulatory requirements to help prevent or address potential issues.

Remediation Services are often driven by the results of audits, assessments, or monitoring activities, which highlight areas of concern or opportunities for improvement. Effective remediation requires a structured approach to prioritizing and addressing issues, as well as ongoing monitoring and review to ensure that the implemented changes are effective and sustainable. Remediation Services require ticket creation with enough specificity to determine, track, and report on the changes requested, the changes effected, the status of the change, and the reason for the change; Customer is responsible for providing this level of specificity.

(ii) Patching

Patching will be applied to the operating systems in scope. Regular patching is an essential part of maintaining a secure and up-to-date IT environment, as it helps protect systems from potential security breaches, exploits, and other issues that might arise from known vulnerabilities.

There are different types of patches, such as:

1. *Security patches*: These patches address vulnerabilities or security flaws in the software or system to protect it from potential attacks or exploits.
2. *Bugfix patches*: These patches resolve functional issues, errors, or other defects in the software, improving its performance and stability.
3. *Feature updates*: These patches introduce new features or enhancements to the existing software, providing additional functionality or improving the user experience.

Patching refers to the application of Minor Releases as defined in this SoW.

PPT will only apply patches for which Customer has Entitlement from the OEM, Software Vendor or Authorised Agent. It is the responsibility of Customer to maintain that Entitlement.

Patching will be performed using automated tooling; such tooling will depend on the operating system being patched.

Patch deployments will be performed in accordance with the Customer's Change Management Process.

Patch deployments will be scheduled in advance with at least 10 days' advance notice, except for instances where the patch is required to fix a critical defect, close a critical security vulnerability, or needed to restore normal working condition of the systems under management of this agreement.

If patches are required to fix a critical defect or close a critical security vulnerability or are needed to restore normal working condition of the Covered Systems, PPT will patch the Covered Systems on an emergency expedited basis.

Manual remediation or rollback will be performed following a system issue due to a patch deployment.

SECTION 5 - DOCUMENTATION

The following documentation will be provided to Customer by PPT with respect to the Services under this SoW:

- Managed Systems Details in the format set forth on Annex 3 to this SoW.
- Details of all and any tickets logged during the Term.
- Equipment reports will be made available quarterly, subject to the ability of Customer to request additional ad-hoc reports.
- Ticket details will be provided on a monthly basis or otherwise as agreed by PPT and Customer.

SECTION 6 - CONTRACT TERM

The Term of this Agreement is set forth immediately below. The Term commences (a) following execution by Customer of this SoW and issuance to PPT of a purchase order, and (b) completion of the onboarding period as described in Section 7 Timeline below.

Term: Twelve (12) months

SECTION 7 - TIMELINE

The Services under this SoW require an onboarding period for PPT to appropriately inventory and understand the environment prior to the commencement of the Services. The onboarding period will be approximately ninety (90) days and will be determined by onboarding workshops performed after receipt of an executed version of this SoW and a purchase order from Customer and in advance of the commencement of the Term of this SoW.

Annex 4 hereto sets forth a description of general timelines, actions, and responsibilities of the parties with respect to the ramp-up and onboarding process. Specific matters for onboarding under this SoW are set forth in Section 8 below.

During the onboarding phase, PPT will establish and/or capture all Customer's standard operating procedures, including:

- Incident management
- Change management
- Patch management

A comprehensive health review will be performed on the environment, and any existing or potential issues, along with any suggested corrective actions, will be documented and discussed with Customer.

This SoW contemplates that Covered Systems will be free from pre-existing conditions requiring in-scope Services at the commencement of this Agreement. Services, if any, required to correct or resolve pre-

existing conditions are not included in the Services under this SoW and may be performed as agreed by the parties on a time and materials basis or under a separate SoW.

SECTION 8 - TRANSITION TO SUPPORT

Customer will provide a single point of contact to act as a transition manager. PPT will designate a dedicated member of the Onboarding Team responsible for all onboarding activities to transition the service to PPT. PPT may assign other dedicated staff. The designated PPT team member will be the single point of contact for all transition activities and work with Customer to provide status reports, RAID (Risk, Action, Issues, Decisions log), and manage the governance process until transition has been formally signed off.

During the Onboarding period, the following key milestones will be achieved to enable delivery of the Service:

ACCEPTANCE	REFERENCE	YES / NO
Transition Plan Creation	Governance	
Kick off Transition Workshop	Governance	
Workshop for Integrations (API, etc)	Governance	
Governance Committee Formed	Governance	
Central Park Setup / User Training Completed	Service Implementation	
Remote Access to Customer Environment Completed	Service Implementation	
Report Requirement Templates Agreed	Service Implementation	
Escalation Procedures Agreed	Service Implementation	
Health Review Output Signed Off	Service Implementation	
Change Control Processes Agreed	Governance	
Go Live – Sign off	Governance	

A tailored transition plan will be provided once the transition workshop has been completed. The transition workshop typically happens within a few days of confirmation from the Account Manager.

Formal acceptance for each milestone by Customer will be required as we move through the Onboarding.

SECTION 9 - KEY POSITIONS

The following, to the extent PPT Appointees are identified below, are key roles and persons appointed by PPT to support the Services under this SoW:

Account Delivery Manager	Onboarding	
VP Sales	Executive Sponsor	

SECTION 10 - PERFORMANCE STANDARDS; SLAS & KPIS

A. Service Level Agreements (SLAs)

The following sets forth the response time commitments of PPT under this SoW with respect to the incidents and severity:

	LOW	NORMAL	HIGH	URGENT
SEVERITY	Severity 4	Severity 3	Severity 2	Severity 1
SLA RESPONSE TIME	24 hours	4 hours	1 hour	30 minutes
DESCRIPTION	Request for advice and project work	Performance of system degraded with workarounds available	Performance of key system(s) significantly degraded or key group of users suffering poor performance during significant period	Key system(s) unavailable or key group of users unable to access system(s)
SLA RESOLUTION TIME	5 normal working days	1 normal working day	6 hours	4 hours

Response Times: SLA Response Time is defined above. If PPT determines that the fault is within the Covered System, then PPT will resolve within the agreed SLA Resolution Time or escalate to Customer’s designated point of contact for Covered Systems under a PPT Base Support Tier agreement.

B. Key Performance Indicators (KPIs)

PPT shall conform to the KPIs as set forth below.

KPI#	KPI DESCRIPTION	SERVICE LEVEL
1	S1 Trouble Tickets resolved within Restoration SLA	95%
2	S2 Trouble Tickets resolved within Restoration SLA	95%
3	S3 Trouble Tickets resolved within Restoration SLA	95%
4	S4 Trouble Tickets resolved within Restoration SLA	95%

- The KPIs will be measured quarterly by PPT.
- PPT will distribute KPI and SLA performance by email. Email will be distributed monthly or quarterly at Customer's direction.
- Customer has ten (10) Business Days from receipt of quarterly report to dispute any reported breach of a KPI.
- Any KPI breach not disputed within ten (10) Business Days of receipt of report is deemed to have been accepted by Customer.
- Unresolved disputed breaches will be escalated to senior management for resolution (without prejudice to Customer's other rights and remedies as set out in the Agreement).

SECTION 11 - ALLOCATION OF RESPONSIBILITIES

The following sets forth the allocation of responsibilities under this SoW:

A. RACI Matrix

ACTIVITY	PPT	CUSTOMER
Liaise with Customer in respect of contractual matters	R	C
Service establishment activities	R	C
Transition of service from incumbent	I	R
Coordination with incumbent for remaining services	I	R
Provide single point of contact for escalation of issues	R	I
System support (for items listed in this scope of work)	R	I
Compliance with applicable SLAs	R	C
Pay all support charges to PPT	C	R
Service Performance Reporting	R	I
Contract Management Reporting	R	I

- *Responsible (R)*: The person(s) responsible for performing the task or completing the work. They are the ones who carry out the work and ensure that the task is accomplished. There can be multiple individuals responsible for a single task.
- *Accountable (A)*: The person with ultimate ownership and decision-making authority for the task. They are the ones who ensure that the work is done correctly and who sign off on its completion. There should be only one person accountable for each task to avoid confusion and conflicts.
- *Consulted (C)*: The person(s) who provide input, advice, or expertise to help the responsible person(s) complete the task. These individuals are typically subject matter experts or stakeholders vested in the task's outcome. Their input is actively sought, and they typically participate in two-way communication.
- *Informed (I)*: The person(s) who need to be kept informed about the progress and results of the task but do not actively participate in the work or decision-making process. They are typically stakeholders who are interested in the project's outcome but do not contribute directly to its execution. Communication with informed individuals is typically one-way.

B. Coordination of Responsibilities

The following set forth certain Customer responsibilities and PPT responsibilities under this SoW:

- Customer shall ensure that appropriate access is granted to PPT Technical Support team in accordance with Customer policies and procedures. Access should be provisioned for all systems and infrastructure within scope of this SoW and include authorization for remote access.
- The PPT team will adhere to existing Customer escalation procedures.
- Except where specifically mentioned, PPT will not provide hardware or software as part of this proposed service. It will be Customer's responsibility to provide licenses, media and associated hardware for the infrastructure and to ensure Entitlement provides access to patches and upgrades from the OEMs, software vendors or authorised agents.
- Customer will identify and maintain a technical contact to whom PPT may direct general technical information.
- If the customer chooses to use any services which utilize API integration with PPT's systems, it is the responsibility of the Customer to ensure creation, maintenance and management of the API integration.
- Authorization to Act as Agent. Customer hereby authorizes Park Place Technologies to act as its agent and on its behalf with respect to the following to the extent within the scope of this SOW and during the Term: (a) communications with software vendors and service providers on behalf of Customer; and (b) downloading software, updates, patches, and other digital materials as necessary from authorized sources on behalf of and solely for the benefit of Customer and to the extent of Customer entitlement. If required, Customer will provide a letter of agency to third party software providers confirming the authority of Park Place Technologies to act as agent as provided herein.

SECTION 12 - EXCLUSIONS

Without limitation, the following are not included in the Services or within the scope of this SoW:

- Physical installation, de-installation, reinstallation, or moving of Covered Systems.
- Providing consumable or operating supplies or materials, including but not limited to print heads, shuttle assemblies, cables, batteries, media, toner, or ink cartridges.
- Repair of equipment damage including, without limitation, damage resulting from accident, transportation, neglect or misuse, lightning, failure or fluctuation of electrical power, air conditioning or humidity control, water, other environmental factors, telephone equipment or communication lines failure, failure of foreign interconnect equipment, or caused by maintenance services or modifications, alterations or additions of items not provided by PPT to Covered Systems.
- Maintenance or repair required caused by misuse, abuse or neglect, or other loss or damage from causes external to the Covered Systems.
- Hardware maintenance or other Professional Services on Covered Systems.
- Management of end users or end user devices through Active Directory or other directory service.
- Charges payable to third parties for any work associated with this SoW but not performed by PPT.
- Except where explicitly stated above, monitoring, management, maintenance or installation of software to any layer of the software stack above the operating system, e.g. middleware or applications.

SECTION 13 - PRICING

The charges associated with this SoW are as shown below:

SERVICES	YEAR 1	YEAR 2	YEAR 3
Infrastructure Management	\$30,720.00		
One-Time Onboarding Fee	TBD		
Total	TBD		

The pricing above is valid for 30 days from the date on which Park Place initially provided Customer with this SoW. If the SoW is not executed by both parties within such 30-day window, the pricing above may be subject to change.

Charges will remain fixed for the Term of this SoW.

Charges are for the Services and scope expressly set forth in this SoW. Additional Services will be the subject of a new SoW.

Price adjustments discussions. The parties agree that in case of substantial changes in the market, the business terms may be revisited. In such case the parties will discuss in good faith the required adjustments.

Customer is required to issue a single purchase order for the full charges above and full Term, including line items set forth in the Pricing above.

Invoicing will be on an annual in advance basis and invoices are payable net 30 days.

Quoted prices do not include applicable taxes or duties. Customer will be responsible for any applicable taxes or duties (e.g. sales tax, VAT, GST) imposed by any governmental authority relating to the purchase of the Services, except for any taxes based solely on PPT's income. If Customer is tax exempt, Customer must provide a valid Tax Exemption Certificate.

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SECTION 14 - SIGNATURES

Executed for and on behalf of
PARK PLACE TECHNOLOGIES, LLC

Signature		Date	
		Name	
		Title	

Executed for and on behalf of
DUPAGE WATER COMMISSION

Signature		Date	
		Name	
		Title	

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ANNEX 1 - EQUIPMENT SITE LOCATIONS

LOCATION NAME	ADDRESS

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ANNEX 2 - SYSTEMS

This Annex will be updated by PPT during Onboarding following the full inventory of the infrastructure and thereafter maintained by PPT as an ongoing artifact for the duration of the Term.

SYSTEM TYPE	SERVICE LEVEL	COUNT
ESXi Hosts	Plus	3
vCenter	Plus	1
Windows Server	Plus	17
Storage – Nimble (30 TB)	Plus	4
Network – Switches	Plus	2
Network - Firewalls	Plus	2
Wireless Controller	Plus	1
Wireless Access Points	-	18

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ANNEX 3 - MANAGED SYSTEM DETAILS

PPT shall maintain a list of the specific hostnames and/or IP addresses that uniquely identify the hosts designated to be managed (in whole or in part) by PPT under this SoW, and the types of services that each Hostname/IP Address is designated to receive by Customer.

A pro forma of the required details is shown.

UNIQUE IDENTIFIER		OPERATING SYSTEM		SERVICE OPTIONS CHOSEN				
Hostname	IP address	Type	Version	IM	RE	PA	MA	MO
Example	192.168.1.10	AIX	7.1 TL3	Y/N	Y/N	Y/N	Y/N	N

Legend:

- IM = Incident Management
- RE = Remediation
- PA = Patching
- MA = Management
- MO = Monitoring
- Y = Yes, N = No

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ANNEX 4 - ONBOARDING ACTIVITIES

The below describes the onboarding activities and general timelines.

		... → Service Delivery Review				
		KICKOFF	MILESTONE REVIEW	★ HYPERCARE	TRANSITION	
		WEEK 1	WEEKS 2-4	WEEKS 5-8	WEEKS 9-12	WEEK 13
WHAT WE WILL DO	<ul style="list-style-type: none"> Host stakeholder call Introductions Review Service Deliverables and Expectations Confirm Milestones Review Park Place Customer Tools Set up user access <ul style="list-style-type: none"> Central Park Set up project calls 	<ul style="list-style-type: none"> Review Entuity Best Practices Configure Entuity Validate connectivity Create discovery Jobs Create basic views Introduce SMEs Validate <ul style="list-style-type: none"> Access Design & Architecture Change Control Governance 	<ul style="list-style-type: none"> Assess and Review Environment data Tune Monitoring Configure notification methods Deploy Configuration Management Deliver end-user enablement Troubleshoot issues 	<ul style="list-style-type: none"> Enable EOC Adjust incidents and notifications per customer Introduce Service Manager 	<ul style="list-style-type: none"> Transition to Steady state operations 	
	WHAT WE ASK	<ul style="list-style-type: none"> Align POCs Deploy Virtual Appliance Provide <ul style="list-style-type: none"> Network scopes Credentials 	<ul style="list-style-type: none"> Review device lists <ul style="list-style-type: none"> Troubleshoot issues Define additional monitoring items Choose dashboard and reporting template 	<ul style="list-style-type: none"> Confirm <ul style="list-style-type: none"> Views Reporting Define notification patterns (P1, P2, P3) 	<ul style="list-style-type: none"> Review <ul style="list-style-type: none"> Runbook Process flow Incidents Escalations 	<ul style="list-style-type: none"> Provide feedback Engage us as needed

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Resolution #: R-08-25

Account: Revenue

Approvals: *Author / Manager / Finance / Admin*

PDM RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 1/6/2025

Description: Procedure for disposition and/or sale of real state assets

Agenda Section: Administration Committee

Originating Department: Administration

DWC has recently evaluated existing real estate holdings to determine if there are assets which have a significant market value but are unlikely to serve future infrastructure needs of the Commission. It has been determined that there are properties currently owned by the Commission which will not be used for future infrastructure, and which would be attractive for real estate development. Making such property available to the market would present an opportunity to monetize assets which are not otherwise of value to the Commission, and would make available development site(s) and associated revenue for the municipalities in which the parcels are located.

Resolution R-08-25 does not specify any properties for sale, nor does it obligate the Commission to sell property; rather, it prescribes the process by which DWC would identify and dispose of surplus real estate holdings, including the following required activities/actions:

1. Procurement of survey and legal description
2. Procurement of appraisal
3. DWC Board approval of resolution designating property as surplus
4. Publication of public notice to offer real estate for sale
5. Consideration/negotiation of real estate sales offers
6. DWC Board authorization of property sales contract

Recommended Motion:

It is recommended that Resolution R-08-25 be approved, establishing the procedures for offering real property for sale.

DUPAGE WATER COMMISSION

RESOLUTION NO. R-08-24

A RESOLUTION ESTABLISHING PROCEDURES FOR OFFERING SURPLUS REAL PROPERTY FOR SALE

WHEREAS, the DuPage Water Commission (the "Commission") is a County Water Commission organized and existing under the laws of Illinois including, without limitation, the Water Commission Act of 1985 (the "Act") (70 ILCS 3720/0.001 *et seq.*) and the Illinois Municipal Code (65 ILCS 5/11-135-1 *et seq.*); and

WHEREAS, the Commission owns in fee simple interest various parcels of real property; and

WHEREAS, the Commission has the power to sell, lease, transfer or dispose of real property as it deems appropriate in the exercise of its powers for its lawful purposes; and

WHEREAS, when, in the opinion of the Commission, real estate owned by it, however acquired, is no longer necessary, appropriate, required for the use of, or profitable to, the Commission, or when it is otherwise in best interest of the Commission to sell such surplus real estate, the Commission is authorized to offer for sale such surplus real estate in accordance with the procedures set forth in this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission, as follows:

SECTION ONE: The Commission shall determine by resolution that a parcel or tract of real property owned by it is no longer necessary to, appropriate for, required for the use of, or profitable to, the Commission, or that it is otherwise in best interest of the Commission to sell or dispose of real property, and that such real property is surplus and should be offered for sale or otherwise disposed of. The Commission shall cause to be prepared a legal description of the real property determined by the Commission to be surplus, which legal description shall be included in the resolution determining the real property to be surplus and, in the notice, described in Section Four.

SECTION TWO: The Commission may authorize any of the following methods of selling or disposing of surplus real property provided, however, that the following are provided merely as examples and shall not limit the Commission in determining the method of sale or disposal: solicitation of offers via public notice and engaging in further negotiation with potential purchasers; hiring a real estate broker to market and receive offers for the property; by intergovernmental agreement pursuant to the Intergovernmental Cooperation Act (5 ICLS 220/1 *et seq.*); and placing the real property for sale via auction. Notwithstanding anything herein to the contrary, the Commission shall not be obligated to accept any offer or otherwise be bound to sell or dispose of surplus real property that has been offered for sale.

SECTION THREE: The Commission may condition the sale of surplus real property on any conditions or reservations deemed to be in best interest of the Commission, and shall include any such conditions or reservations in the notice described in Section Four of this resolution.

SECTION FOUR: Upon determination by the Commission that a parcel or tract of real property owned by the Commission is surplus and should be sold or disposed of, the Commission shall authorize and direct the General Manager of the Commission to publish notice of the Commission's intent to sell or dispose of the real property, including the intended method of sale, and any conditions or reservations which the sale will be subject to, and the duration of accepting offers. The notice shall state that the Commission reserves the right not to sell any surplus property offered for sale.

SECTION FIVE: Unless waived by majority affirmative vote of all the Commissioners, which majority must contain the votes of at least one-third (1/3) of the Commissioners appointed by the County Chair and at least forty percent (40%) of the Commissioners appointed by the DuPage County mayors as provided in the Act, the Commission shall obtain an appraisal of any surplus real property to be offered for sale either before or after determining the real property to be surplus.

SECTION SIX: All offers to purchase the Subject Property shall be made in writing to the General Manager of the Commission or to the Commission's broker as the case may be and shall contain a specific offer amount and description of the real property sought to be purchased.

SECTION SEVEN: The General Manager of the Commission is authorized to negotiate with any qualified offerors and bring a proposed sales contract(s) to the Board of Commissioners for consideration and possible action.

SECTION EIGHT: The Board of Commissioners reserves the right not to sell any surplus property offered for sale.

SECTION NINE: Notwithstanding anything herein to the contrary, the Commission may sell or transfer surplus real property to another public agency by intergovernmental agreement pursuant to the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*) without publishing the notice required by Section Four of this resolution.

SECTION TEN: This Resolution shall be in full force and effect from and after its adoption.

	Aye	Nay	Absent	Abstain
Bouckaert, D.				
Cuzzone, N.				
Fennell, J.				
VACANT	_____			
Novotny, D.				
Pruyn, J.				
Romano, K.				
Rush, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2025.

James F. Zay, Chairman

ATTEST:

Danna Mundall, Clerk

Board/Resolutions/2025/R-08-25.docx



Resolution #: N/A

Account: 01-60-613301

Approvals: *Author / Manager / Finance / Admin*

RCB RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 1/9/2025

Description: **Approval of Professional Development Travel and Expenses**

Agenda Section: Administration Committee

Originating Department: Administration

The following are approved budgeted expenditures in FY 24/25 for Commission employees to attend professional development training programs and/or conferences in FYQ4 including early discount registrations, lodging and other fares, if applicable. Details of each event are attached

		Budgeted/Estimated	
Dates	Location/Event Description	Attendees	Expenditure
April 14 – 16, 2025	ISAWWA WaterCon 2025 Peoria, IL [PDH/CEU Courses]	[Redacted] Gen Manager [Redacted] Manager of Water Operations [Redacted] Eng Manager Operations Supervisor [Redacted] Meter Technician Operator, TBD	\$1,415 Per Person for a total of estimated expense of \$8,490 (includes registration/lodging and per diems)
April 14 – 18, 2025	CP-1 Corrosion Specialist Course, Houston TX [Certification Course]	[Redacted] Pipeline Technician	\$6,000 (includes registration/lodging and per diems)
April 25 – May 2, 2025	Illinois Public Service Institute. Effingham, IL [Certification Course]	[Redacted] Senior Pipeline Technician and [Redacted] Lead Operator (3 rd class of 3 classes required for certification)	\$2,700 Per Person for a total of estimated expense of \$5,400 (includes registration/lodging and per diems)

Recommended Motion:

To authorize the Estimated Expenditures for professional training as included in the approved FY-24/25 Management Budget and as listed above.

**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 23, 2024
Name of Attendee	[REDACTED]
Job Title	Senior Pipeline Technician
Department	Pipeline and Remote Facilities

Purpose of Travel > Professional Development and travel expenses at the Illinois Public Service Institute (IPSI) to provide education and training specifically designed for acting and potential public works supervisors and managers. Attendance allows employees to gain better understanding of the inner workings and implementation of best management practices in the Commission. This would be [REDACTED] final session, the 3rd year of the 3 year certificate program.

Destination	Effingham, IL
Date of Departure	April 25, 2025
Date of Return	May 2, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$750.00
Transportation:	\$275.00
Lodging:	\$1,000.00
Miscellaneous (ex. parking):	\$0.00
Rental Car:	\$0.00
Reference Materials	\$0.00
Meals: (per diems)	\$600.00
Total Estimated Expense:	\$2,625.00

Recommendations for Approval:

Department Head:	[REDACTED] Ross C. Bostick	Date:	December 23, 2024
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**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 20, 2024
Name of Attendee	[REDACTED]
Job Title	Engineering Manager
Department	Administration

Purpose of Travel	Attendance at Illinois AWWA annual conference (WaterCon). Attendance allows employees to gain better understanding of technical and regulatory aspects of operating a public water supply.
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Destination	Peoria, IL
Date of Departure	April 13, 2025
Date of Return	April 16, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$400.00
Transportation:	\$250.00
Lodging:	\$500.00
Miscellaneous (ex. parking):	\$40.00
Rental Car:	\$0.00
Reference Materials	\$0.00
Meals: (per diems)	\$225.00
Total Estimated Expense:	\$1,415.00

Recommendations for Approval:

Department Head:	Paul D. May	Date:	December 20, 2024
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**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 23, 2024
Name of Attendee	[REDACTED]
Job Title	Pipeline Technician
Department	Pipeline and Remote Facilities

Purpose of Travel	Professional Development and travel expenses at AMPP (formerly NACE) to study and receive certification as a Corrosion Protection Tester (CP-1). Attendance allows employees to gain better understanding of cathodic protection theory and implementation of best practices in protecting steel pipes and structures of the Commission.
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Destination	Houston, TX
Date of Departure	April 13, 2025
Date of Return	April 19, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$3,500.00
Transportation:	\$500.00
Lodging:	\$700.00
Miscellaneous (ex. parking):	\$40.00
Rental Car:	\$600.00
Reference Materials:	\$0.00
Meals: (per diems)	\$525.00
Total Estimated Expense:	\$5,865.00

Recommendations for Approval:

Department Head:	[REDACTED] Ross C. Bostick	Date:	December 23, 2024
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**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 20, 2024
Name of Attendee	[REDACTED]
Job Title	Operations and Instrumentation Supervisor
Department	Operations and Instrumentation

Purpose of Travel	Attendance at Illinois AWWA annual conference (WaterCon). Attendance allows employees to gain better understanding of technical and regulatory aspects of operating a public water supply.
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Destination	Peoria, IL
Date of Departure	April 13, 2025
Date of Return	April 16, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$400.00
Transportation:	\$250.00
Lodging:	\$500.00
Miscellaneous (ex. parking):	\$40.00
Rental Car:	\$0.00
Reference Materials	\$0.00
Meals: (per diems)	\$225.00
Total Estimated Expense:	\$1,415.00

Recommendations for Approval:

Department Head:	[REDACTED] Chris Bostick	Date:	December 20, 2024
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**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 20, 2024
Name of Attendee	[REDACTED]
Job Title	General Manager
Department	Administration

Purpose of Travel	Attendance at Illinois AWWA annual conference (WaterCon). Attendance allows employees to gain better understanding of technical and regulatory aspects of operating a public water supply.
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Destination	Peoria, IL
Date of Departure	April 13, 2025
Date of Return	April 16, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$400.00
Transportation:	\$250.00
Lodging:	\$500.00
Miscellaneous (ex. parking):	\$40.00
Rental Car:	\$0.00
Reference Materials	\$0.00
Meals: (per diems)	\$225.00
Total Estimated Expense:	\$1,415.00

Recommendations for Approval:

Department Head:	Paul D. May	Date:	December 20, 2024
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**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 20, 2024
Name of Attendee	[REDACTED]
Job Title	Metering and Instrumentation Technician
Department	Operations and Instrumentation

Purpose of Travel	Attendance at Illinois AWWA annual conference (WaterCon). Attendance allows employees to gain better understanding of technical and regulatory aspects of operating a public water supply.
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Destination	Peoria, IL
Date of Departure	April 13, 2025
Date of Return	April 16, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$400.00
Transportation:	\$250.00
Lodging:	\$500.00
Miscellaneous (ex. parking):	\$40.00
Rental Car:	\$0.00
Reference Materials	\$0.00
Meals: (per diems)	\$225.00
Total Estimated Expense:	\$1,415.00

Recommendations for Approval:

Department Head:	[REDACTED] Chris Bostick	Date:	December 20, 2024
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**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 23, 2024
Name of Attendee	[REDACTED]
Job Title	Lead Operator
Department	Operations and Instrumentation

Purpose of Travel > Professional Development ad travel expenses at the Illinois Public Service Institute (IPSI) to provide education and training specifically designed for acting and potential public works supervisors and managers. Attendance allows employees to gain better understanding of the inner workings and implementation of best management practices in the Commission. This would be [REDACTED] final session, the 3rd year of the 3 year certificate program.

Destination	Effingham, IL
Date of Departure	April 25, 2025
Date of Return	May 2, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$750.00
Transportation:	\$275.00
Lodging:	\$1,000.00
Miscellaneous (ex. parking):	\$0.00
Rental Car:	\$0.00
Reference Materials	\$0.00
Meals: (per diems)	\$600.00
Total Estimated Expense:	\$2,625.00

Recommendations for Approval:

Department Head:	[REDACTED] Ross C. Bostick	Date:	December 23, 2024
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**DUPAGE WATER COMMISSION - PROFESSIONAL DEVELOPMENT
OVERNIGHT/OUT OF STATE TRAVEL REQUEST**

Request Date	December 20, 2024
Name of Attendee	[REDACTED]
Job Title	Manager of Water Operations
Department	Water Operations

Purpose of Travel	Attendance at Illinois AWWA annual conference (WaterCon). Attendance allows employees to gain better understanding of technical and regulatory aspects of operating a public water supply.
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Destination	Peoria, IL
Date of Departure	April 13, 2025
Date of Return	April 16, 2025

Please indicate the estimated amount for each applicable expense:

Registration:	\$400.00
Transportation:	\$250.00
Lodging:	\$500.00
Miscellaneous (ex. parking):	\$40.00
Rental Car:	\$0.00
Reference Materials	\$0.00
Meals: (per diems)	\$225.00
Total Estimated Expense:	\$1,415.00

Recommendations for Approval:

Department Head:	Paul D. May	Date:	December 20, 2024
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