



AGENDA – Administration Committee

Thursday, March 19, 2026

6:15 PM

- I. Roll Call
- II. Approval of the February 19, 2026 Administration Committee Minutes

RECOMMENDED MOTION: To approve the Minutes of February 19, 2026 Administration Committee Meeting of the DuPage Water Commission.

- III. Resolution No. R-22-26: 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, at a cost of \$32,261.28 annually.
- IV. Resolution No. R-26-26: A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission.
- V. Resolution No. R-27-26: A Resolution approving Task Order #2 under a Master Services Agreement with Raftelis, Inc. for Cost-of-Service model review and report, at a not to exceed amount of \$28,000.

RECOMMENDED MOTION: To recommend approval of Items 2 through 4 of the Administration Committee Report section of the Commission meeting agenda.

- VI. Old Business
- VII. New Business
- VIII. Executive Session

RECOMMENDED MOTION: To go into Executive Session to discuss security procedures pursuant to 5 ILCS 120/2(c)(8), to discuss matters related to personnel pursuant to 5 ILCS 120/2(c)(1) and (2), to discuss acquisition of real estate pursuant to 5 ILCS 120/2(c)(5), to discuss the setting of a price for sale or lease of property owned by the DuPage Water Commission 5 ILCS 120/2(c)(6), to discuss pending, probable, or imminent litigation pursuant to 5 ILCS 120/2(c)(11), and/or to discuss minutes of closed meetings pursuant to 5 ILCS 120/2(c)(21) (Roll Call).

RECOMMENDED MOTION: To come out of Executive Session (Voice Vote).

- IX. Adjournment

**Minutes of a Meeting
of the**

ADMINISTRATION COMMITTEE

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

February 19, 2026

- I. Commissioner Romano called the meeting to order at 5:46 PM.
Commissioners in attendance: A. Honig, K. Romano, J. Zay
Commissioners absent: S. Greaney, D. Van Vooren
Also in attendance: D. Mundall

- II. Commissioner Romano asked for a motion to approve the Minutes of the January 15, 2026 Administration Committee Meeting. Commissioner Honig moved, seconded by Chairman Zay, unanimously approved by a voice vote. All aye, motion carried.

- III. Commissioner Romano asked for a motion to approve Request for Board Action: Travel and related expenses for two (2) Commission employees for Factory Control Panel QA/QC Testing for Medium Voltage Switchgear in Cucamonga CA, travel and related expenses for three (3) employees to attend AWWA ACE in Washington DC. Commissioner Honig moved, seconded by Chairman Zay, unanimously approved by a voice vote, all aye, motion carried.

- IV. Commissioner Romano asked for a motion to approve a Request for Board Action - Authorization of a Consulting Agreement with Marquardt & Humes, Inc, in an amount not to exceed \$40,000. Commissioner Honig moved, seconded by Chairman Zay, all aye, motion carried.

- V. Commissioner Romano asked for a motion to approve a Request for Board Action - Authorization of a Consulting Agreement with Jason Tai & Associates, in an amount not to exceed \$120,000. Commissioner Honig moved, seconded by Chairman Zay, unanimously approved by a voice vote, all aye, motion carried.

- VI. Old Business
Commissioner Romano inquired the website and if there were any updates.

- VII. New Business
No New Business was offered.

- VIII. Executive Session

No Executive Session was required.

IX. Adjournment

Commissioner Honig moved to adjourn the meeting at 6:26 PM, seconded by Commissioner Van Vooren, unanimously approved by a voice vote. All aye, motion carried.

Meeting adjourned at 5:50 PM.



Resolution #: R-22-26

Account: 01-60-629000

Approvals: *Author / Manager / Finance / Admin*

DC RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 3/12/2026

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-22-26 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.

Last year, Commission staff changed IT managed service providers to Park Place Technologies, onboarding their team, configuring our systems with their monitoring solutions, and developing a strong partnership. This first year of service has proved successful, with Park Place Technologies being proficient and supportive when it comes to our networking support needs. They have successfully assisted with several upgrade projects such as our file storage server replacement and migration, as well as a complex project upgrading our switch network hardware.

Commission staff recommends the authorization of Park Place Technologies, LLC managed services for a one-year agreement in the amount of \$2,688.44 per month or \$32,261.28 annually for Consulting and Network Management Services. The annual cost is roughly a 5 percent increase from the previous year.

Recommended Motion:

To Approve Resolution R-22-26

DUPAGE WATER COMMISSION

RESOLUTION NO. R-22-26

A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSULTING AGREEMENT
WITH PARK PLACE TECHNOLOGIES, LLC FOR IT MANAGED SERVICES
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 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
Cuzzone, N.				
Fennell, J.				
Greaney, S.				
Honig, A.				
Noonan, T.				
Novotny, D.				
Pruyn, J.				
Romano, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS ___ DAY OF _____, 2026.

James F. Zay, Chairman

ATTEST:

Danna Mundall, Clerk

Board/Resolutions/2026/R-22-26.docx

EXHIBIT 1

DELETE PAGE IF NO ATTACHMENT



CHANGE ORDER FOR INFRASTRUCTURE MANAGEMENT SERVICES

REVISION HISTORY

NAME	DATE	VERSION	UPDATES
Eric Bauknecht	11/3/2025	1.0	

INTRODUCTION

This Change Order (“Change Order”) is entered into by Park Place Technologies (“PPT”), and

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

and modifies Statement of Work Version 897812 dated 4/1/2025, previously entered into by the parties (“SoW”). The Parties agree to modify the SoW as follows:

CHANGE ORDER SUMMARY

This SoW is being modified due to:

Extension of SoW Term

COVERED SYSTEMS

SYSTEM TYPE	SERVICE LEVEL	COUNT
ESXi	Plus	3
vCenter	Plus	1
Windows Servers	Plus	17

Storage – Nimble (30TB)	Plus	4
Network – Switches	Plus	2
Network – Firewalls	Plus	2
Wireless Controller	Plus	1
Wireless Access Points	-	18

LOCATIONS

LOCATION NAME	ADDRESS
Elmhurst	600 E Butterfield Rd, Elmhurst, IL 60126-4642

SOW TERM

TERM START	4/1/2026
TERM END	3/31/2027

FEES/ EXPENSES/ PAYMENT TERMS

SERVICES	YEAR 1	YEAR 2	YEAR 3
Infrastructure Management Services	\$32,261.28		
Total	\$32,261.28		

ACCEPTANCE

Except as expressly set forth in this Change Order, all other terms of the SoW shall remain unchanged and in full force and effect.

This Change Order is hereby approved and accepted by the parties duly authorized representatives below:

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	



Resolution #: R-26-26

Account: N/A

Approvals: *Author / Manager / Finance / Admin*

RCB RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 3/12/2026

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

Agenda Section: Administration Committee

Originating Department: Administration

Resolution No. R-26-26 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 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 computer hardware will be rendered inoperable and delivered to an electronics recycler.

Recommended Motion:

Adopt R-26-26, 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
5	000-884-761 000-884-844 000-985-699 001-070-295 001-070-301	Medeco XT Electronic Security Key Remote Programming Devices Purchased in 2019	Devices are no longer supported and have been replaced with new units
1	SB-87CS	Fellows Powershred 15-sheet Confetti-Cut Shredder	Does not power on
1	USE6175V01	HP ProLiant DL380 Gen 9 Server	Old domain controller server. Not in use anymore.
2	MXL9464QCC MXL9464QC9	HP Elite Desk 800	Not in use anymore
125	Various	Omni T2 Water Meter Register Heads	Devices have been replaced with new units
20	Various	Rosemount 3051S Direct Pressure Transmitter	Old units that have been replaced with new units
1	17283093	Foxboro IDP10S Differential Pressure Transmitter	Old unit that have been replaced with new unit
2	BR1300G BR1300LCD	APC 1300 UPS	Both units failed and are no longer needed
2	1248820 882995	LEDR 900S Microwave radio	Old units that have been replaced with new units.
2	Serial Number Unknown	Dell Workstations	Old units that have been replaced with new units.
3	MXL0121X9M MXL9113G7T Serial Number Unknown	HP Workstations	Old units that have been replaced with new units.
2	CN90HB00BF CN98HB000H	HPE 1950 Switches	Old units that have been replaced with new units.

RESOLUTION NO. R-26-26

**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
Cuzzone, N.				
Fennell, J.				
Greaney, S.				
Honig, A.				
Noonan, T.				
Novotny, D.				
Pruyn, J.				
Romano, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2026.

James F. Zay, Chairman

ATTEST:

Danna Mundall, Clerk
Board/Resolutions/2026/R-26-26.docx



Resolution #: R-27-26

Account: 01-60-628000, \$28,000

Approvals: *Author / Manager / Finance / Admin*

PDM - CAP PDM

REQUEST FOR BOARD ACTION

Date: 12/30/2024

Description: **A Resolution approving Task Order #2 under a Master Services Agreement with Raftelis, Inc. for Cost-of-Service model review and report**

Agenda Section: Administration Committee

Originating Department: Administration

The DuPage Water Commission and other regional water wholesalers have been presented with an updated draft “cost-of-service” model and rate proposal from the City of Chicago. The proposed cost-of-service rate is a departure from the historical practice of utilizing an established “base water rate” for all drinking water from the Chicago/Lake Michigan source, and is now revised from the previous cost-of-service model that was presented from Chicago in 2022. The cost-of-service approach is based upon the AWWA practice as defined in the AWWA M1 manual which prescribes computation of associated costs from the supply chain assets: life cycle cost, depreciation, and replacement costs. Under this scenario, all water wholesalers and municipal direct connections served by the City of Chicago would receive a separate rate based upon the assets in their respective service chain.

Regional water wholesalers have employed consultants to review the model and prepare responses to submit to the City of Chicago. Based on the wide variation in proposed wholesale rates, other water wholesalers will be evaluating the model from different perspectives, and it is of paramount importance that DWC prepare and submit a response from our position to ensure that the model includes and retains computations and approaches that are favorable to the Commission and our customers. DWC has previously identified Raftelis, Inc as the most qualified firm for this work, and Raftelis completed a review of the 2022 Cost of Service model under Task Order #1 through an existing Master Services Agreement.

DWC has directed Raftelis to prepare a new Task Order for the review and report of the updated Cost-of-Service model, which is attached.

Recommended Motion:

To Approve Resolution R-27-26 authorizing Task Order #2 with Raftelis, Inc for Cost-of-Service model review and report, in an amount not to exceed \$28,000

DUPAGE WATER COMMISSION

RESOLUTION NO. R-27-26

A RESOLUTION APPROVING AND RATIFYING TASK ORDER #2
UNDER A MASTER CONTRACT WITH RAFTELIS CONSULTING, INC. FOR AN COST-OF-SERVICE
REVIEW STUDY

WHEREAS, the DuPage Water Commission (the "Commission") entered into a contract with Raftelis Consulting, Inc. (the "Consultant") to provide, from time to time, professional consulting services in connection with various projects of the Commission (the "Master Contract"); and

WHEREAS, the Master Contract sets forth the terms and conditions pursuant to which the Commission will obtain from time to time, and the Consultant will provide from time to time, professional engineering services for such discrete projects as are delineated and described in Task Orders to be approved by the Commission and the Consultant; and

WHEREAS, the Consultant and DWC staff have developed a scope of services in substantially the form described in the Task Orders as attached hereto and by this reference incorporated herein and made a part hereof as Exhibit 1 (the "Task Orders");

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.

SECTION TWO: The Task Orders attached hereto as Exhibit 1 shall be and hereby are approved and, if already issued, ratified because the Board of Commissioners of the DuPage Water Commission has determined, based upon the representations of staff and the Consultant, that the circumstances said to necessitate the Task Orders were not reasonably foreseeable at the time the Master Contract was signed, the Task Orders are germane to the Master Contract as signed, and/or the Task Orders are in the best interest of the DuPage Water Commission and authorized by law.

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

	Aye	Nay	Absent	Abstain
Cuzzone, N.				
Fennell, J.				
Greaney, S.				
Honing, A.				
Noonan, T.				
Novotny, D.				
Pruyn, J.				
Romano, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2026.

James F. Zay, Chairman

ATTEST: _____

Danna Mundall, Clerk

Board/Resolutions/2026/R-27-26.docx

EXHIBIT 1

**FIRST AMENDMENT TO
TASK ORDER NO. 1**

Raftelis Task Order 02 – SCOPE OF WORK

In 2022, the DuPage Water Commission and Raftelis Financial Consultants, Inc. executed a Master Contract for Professional Consulting Services (the “Master Contract”). The scope of work described below will be completed under this Master Contract.

Under this Task Order 02 of the Master Contract, Raftelis will review the latest version of the City of Chicago’s (“City’s”) cost of service study model, supporting calculations, and the cost-of-service study report, if available. The purposes of the review are (1) to assess its conformance to common industry practices, and (2) identify specific questions and challenges associated with the approaches, methods, procedures, assumptions, data, and information used to prepare the cost-of-service study model. The Task Order 02 Scope of Work will include the following specific subtasks:

- a. Review of the City’s cost of service study model, report, existing water supply contract between the City and DuPage Water Commission (“DWC”), and other supporting documentation.
- b. Complete an assessment of the appropriateness of the approaches, methods, and procedures employed, assumptions, data, and information utilized, and resulting wholesale rates, including:
 - i. Appropriate use of the utility-basis approach to identifying revenue requirements
 - ii. Details supporting the fixed assets identified as allocable to the DWC.
 - iii. Method of determining fair value rate base, appropriateness of the assets included in the rate base, and appropriateness of the annual and accumulated depreciation estimates.
 - iv. Appropriateness of the working capital requirement assumptions.
 - v. Basis and support for the method of determining the rate of return factor employed.
 - vi. Details supporting the operations and maintenance (O&M) expense by cost center.
 - vii. Appropriate use of the cost allocation drivers, including commodity and demand factors, average day, maximum day, and maximum hour demands, and customer cost drivers.

- viii. Assessment of the appropriateness of the units of service used in the model, including average day, maximum day, and maximum hour flows, and customer units.
 - ix. Appropriateness, accuracy, and correctness of the model calculations.
- c. Prepare a memorandum documenting the initial observations and findings regarding the conformity of the cost-of-service model with common industry practices and documentation of initial issues and challenges associated with the model for further assessment and evaluation.
 - d. Review of other findings, issues, and challenges completed by other Chicagoland water wholesalers and assess where they are aligned or misaligned with comments prepared for DWC.
 - e. Participate in up to three virtual meetings with DWC (and other water wholesalers, if desired by DWC) to discuss the cost of service model and information and review findings.

To support this scope of work, we would ask that DWC request and forward the following information from the City, if available:

- Any written memorandums, reports, or other documentation of the approach, methodology, assumptions, and data used in the City's cost of service model.
- A copy of the latest City cost of service model in Microsoft Excel.

TASK 02 FEE ESTIMATE

Raftelis proposes to complete the Task 02 scope of work on a time-and-expense basis in accordance with our standard 2026 billing rates for a not-to-exceed of \$28,000.