



# Decision Memo

## Procurement Services Division

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

Date: May 22, 2024

File ID #: JPS-CO-0005-24

Purchase Order #: \_\_\_\_\_

Requesting Department: Sheriff	Department Contact: Dan Bilodeau
Contact Email: dan.bilodeau@dupagesheriff.org	Contact Phone: 630-407-2402
Vendor Name: Ray O'Herrons	Vendor #: 11145

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

Extend contract 5 months to 11/30/2024 as Ray O'Herron advised that the state is going back out to bid for ammunition and we will have new pricing at that time. This will also line up our contract with our fiscal year.

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

Extend contract 5 months to 11/30/2024 as Ray O'Herron advised that the state is going back out to bid for ammunition and we will have new pricing at that time. This will also line up our contract with our fiscal year.

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

Currently in contract with Ray O'Herron's for ammunition based on state contract pricing

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

We have to extend this contract to maintain this pricing, otherwise we will have to pay retail for ammunition

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

No fiscal impact with the extension of the contract.