



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: Apr 29, 2025

MinuteTraq (IQM2) ID #: _____

Department Requisition #: 924025/7298-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: PURVIS Systems Incorporated	Vendor #: 28678

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

Request for approval of Change Order #4 to PURVIS Systems Incorporated PO 924025/7298-1 to add Quote PC2025-184 for additional optional equipment for Bloomingdale Fire and to document the revised milestone schedule for payment and accounting of contractual obligations. These equipment costs will be prepaid by the agency to ETSB to work within the agency's fiscal year. This prepayment was reviewed by the States Attorney's office. Total amount of \$13,825.00, for a new contract amount of \$600,145.00.

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

Per the Contract Agreement #918126, Section 3.7.1 allows for optional equipment for individual agencies, facilitated by ETSB. Bloomingdale Fire has signed an MOU with ETSB financially obligating their individual agency to the costs of this change order per the attached quote.

Strategic Impact

Customer Service

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

This is a configuration change to replace existing equipment with LED speaker lights.

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

The system was vetted and chosen per RFP #16-167-RC, this is an addition to the current system.

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

1. Approval of Change Order #4 will allow for additional equipment for Bloomingdale Fire.
2. Deny Change Order #4 and the agency will have to purchase individual equipment which will complicate the overall system maintenance and be more expensive.

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

This was not a budgeted expense in FY25. This is new optional equipment, sufficient funds exist in 4000-5820-54110: Capital Equipment to cover the expense in the amount of \$13,825.00. While there will be a capital outlay for this change order, the charges will be covered by Bloomingdale Fire. This is a budget neutral cost.