



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: Jun 17, 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 #5 to PURVIS Systems Incorporated PO924025/7298-1 to allow for the purchase of new core equipment for the new Itasca Fire Protection District fire station that is being constructed and to document the revised milestone schedule for payment and accounting of contractual obligations. Total amount of equipment is \$74,285.00, amount of annual maintenance is \$2,800.00, for a total change order amount of \$77,085.00, and a new contract amount of \$677,230.00.

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

Itasca Fire Protection District is building a new fire Station #67. Since this is a new installation, Itasca Fire Protection District will need new core equipment to complete the installation.

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.

The new station will require new PURVIS equipment. ETSB covered the cost of "core" fire station alerting equipment for the initial deployment of the software.

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 #5 will allow Itasca Fire Protection District to fully test and turn up the new fire station without impacting current operations.
2. Deny Change Order #5 and the new station will not be equipped.

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.

Funds were budgeted based on previous core equipment installations in 4000-5820-54110: Capital Equipment in the amount of \$67,960.00. Sufficient funds exist in 4000-5820-54110 to cover the difference of \$6,595.00.