



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: Nov 21, 2023

MinuteTraq (IQM2) ID #: _____

Department Requisition #: 918126/3187-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	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 #17 to PURVIS Systems Incorporated PO 918126/3187-1 to allow for the purchase of new core Fire Station Alerting (FSA) equipment for the Hanover Park fire station that is being constructed and to document the updated Milestone schedule accordingly in the County Finance software. Total amount of \$67,960.00, new contract amount of \$4,500,536.80.

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

Hanover Park Fire is building a new fire station to replace their existing Station #16. 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. Since this is a new installation, Hanover Park 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 fire station is replacing an existing fire station. To ensure that the system operates as designed, it is more efficient to install new equipment than attempting to uninstall and reinstall equipment that is four years old.

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 #17 will allow Hanover Park Fire to fully test and turn up the new fire station without impacting current operations.
2. Deny Change Order #17 and the vendor will need to uninstall and reinstall existing equipment which will require down time and may damage equipment in the move.

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.

Equipment for the new station was discussed in the ETSB Ad Hoc Finance Committee and was approved by the ETS Board for addition to the FY24 budget. Sufficient funds were budgeted in 4000-5820-54110 to cover the \$67,960.00 core equipment.