



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: Dec 30, 2024

MinuteTraq (IQM2) ID #: _____

Department Requisition #: 921054/5522-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: Motorola Solutions, Inc.	Vendor #: 10115

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

Change Order #6 to Motorola Solutions, Inc. PO 921054/5522-1 to return 700 standard Remote Speaker Microphones (RSMs) in exchange for 760 RSMs with a channel selector knob for specific fire agencies who have requested this model. This is an increase to the contract in the amount of \$55,582.20.

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

When surveyed, 11 agencies chose to keep the standard RSM, and of those 11, 4 agencies requested a mix of both RSM models. The total quantity of RSMs with channel select requested by the agencies is 747. This change order will return 700 PMMN4138A standard RSMs for a credit of \$396,025.00 and a new cost of \$451,607.20 for the PMMN4162A RSMs with channel select, a difference of \$55,582.20.

Strategic Impact

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

The XVN500 Remote Speaker Microphone with knob PMMN4162A was not available with the initial contract. The exchange of the RSMs was brought to the ETS Board for discussion on June 12, 2024 and July 10, 2024. At the August 14, 2024 ETS Board meeting, the consensus of the Board was to cover the difference in costs between the standard microphone and the microphone with the channel select knob, and amounts to \$28.47 per microphone.

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

This purchase order is made through the IL State Master Contract 24302-STARCOM21, IL DIT7016660.

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

1. Approve the purchase order to allow for the exchange of microphones.
2. Deny the purchase order and not allow the exchange.

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 is not a budgeted expense, however, sufficient funds exist in 4000-5820-54199: Capital Contingencies to cover the exchange. A budget transfer will be utilized from 4000-5820-54199: Capital Contingencies to 4000-5820-54110: Capital Equipment in the amount of \$55,583.00.