



# 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: Oct 27, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 920153/4951-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	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.

Recommendation for approval of Change Order #1 to Motorola Solutions, Inc. PO 920153/4951-1 to reconcile the user radio count operating in the DuPage Emergency Interoperable Radio System (DEDIRS) for the annual payment and accounting of contractual obligations of the DMS Radio Manager contract for FY23. This change order will allow Motorola to invoice for the proper number of radios per month for FY23. This is a non-monetary change order to the contract.

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

Radio Manager is used to manage the APX numbered series radios that exist in the DEDIR System. This web-based platform allows for tracking of subscriptions, service contracts and tech support status tickets. The APX7000 series radios were end of life/end of support as of June 30, 2023, meaning the radios could no longer be sent into the depot for repair as part of this contract. Starting July 1, 2023, the APX7000 series radios were subtracted from the contract. The APX8000XE, the new APX4000, APX6000 and APX8500 radios will remain in this contract resulting in an adjusted count of 1,701 for July 1 through November 30, 2025. The number of radios will be adjusted as additional radios from the new contract are added.

**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.

This is a true up for the contract to eliminate radios no longer in service. APXNext radio service is covered under a different program called Command Central in a separate contract. The adjusted count for July 1 through November 30, 2023 will result in a decrease in the contract of \$13,581.60 for FY23. The contract dollar amount will not be decreased and closed until contract expires in 2025.

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

This is a change in the count of radios to an existing contract, no vetting is necessary.

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

1. Approve Change Order #1 to allow for payment and accounting of contractual obligations.
2. Deny Change Order #1 and the invoice

**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.

Sufficient funds were budgeted for FY23 in 4000-5820-53830: Other Contractual Services in the amount of \$82,272.00.