



Procurement Review Comprehensive Checklist
 Procurement Services Division
 This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID #:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$90,292.00
COMMITTEE: ETSB	TARGET COMMITTEE DATE: 09/11/2024	PROMPT FOR RENEWAL: 6 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$110,077.00
	CURRENT TERM TOTAL COST: \$90,292.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Motorola Solutions, Inc.	VENDOR #: 10115	DEPT: DuPage ETSB	DEPT CONTACT NAME: Eve Kraus
VENDOR CONTACT: Chris Chisnell	VENDOR CONTACT PHONE: 847-489-9379	DEPT CONTACT PHONE #: 630-550-7743	DEPT CONTACT EMAIL: etsb911@dupagecounty.gov
VENDOR CONTACT EMAIL: chris.chisnell@motorolasolutions.com	VENDOR WEBSITE: motorolasolutions.com	DEPT REQ #: 924016	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for approval of Purchase Order 924016 to Motorola Solutions, Inc. for a Digital Fixed Station Interface (DFSI) solution to provide data to the PSAP radio consoles for the backup radio systems. The proposal contains a one (1) year warranty and five (5) years of SUAll maintenance. Total amount of \$110,077.00.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Currently, the backup systems do not allow the radio consoles to have priority over other traffic, they do not display the alias of the radio that is transmitting, and the Telecommunicators would not receive emergency alerts from the radios in backup mode. DFSI is a system to provide the same functionality on the 800 backup system that each PSAP maintains that is available on the Starcom system.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING	

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. DFSI allows non-Starcom Systems to provide Starcom features to other solutions. It is a Motorola product and will be connecting to Motorola equipment in the PSAPs.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1. Approve Purchase Order 924016 to allow for the integration of Starcom features for non-Starcom backup systems. The Tech Focus Group members from both PSAPs requested this integrated solution. 2. Deny Purchase Order 924016 and the TCs will not have the same functionality with the console upgrade.

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific. N/A
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not. N/A
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted. N/A

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Motorola Solutions, Inc.	Vendor#: 10115	Dept: DuPage ETSB	Division:
Attn: Chris Chisnell	Email: chris.chisnell@motorolasolutions.com	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 2000 Progress Parkway	City: Schaumburg	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60196	State: IL	Zip: 60187
Phone: 847-489-9379	Fax:	Phone: 630-550-7743	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Motorola Solutions, Inc.	Vendor#: 10115	Dept: DuPage ETSB	Division:
Attn:	Email:	Attn: 9-1-1 Coordinator	Email: etsb911@dupagecounty.gov
Address: 2000 Progress Parkway	City: Schaumburg	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60196	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-550-7743	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Sep 11, 2024	Contract End Date (PO25): 9/10/2030

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/Activity Code	Unit Price	Extension
1		EA		Digital Fixed Station Interface (DFSI) Solution with Spare Equipment with First Year Warranty FY24-25	FY24	4000	5820	54110		90,292.00	0.00
2		EA		Lifecycle Services - SUAll - Year 2	FY25	4000	5820				0.00
3		EA		Lifecycle Services - SUAll - Year 3	FY26	4000	5820				0.00
4		EA		Lifecycle Services - SUAll - Year 4	FY27	4000	5820				0.00
5		EA		Lifecycle Services - SUAll - Year 5	FY28	4000	5820				0.00
6		EA		Lifecycle Services - SUAll - Year 6	FY29	4000	5820				0.00
										Requisition Total	\$ 0.00

FY is required, ensure the correct FY is selected.

Comments

HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Please return the PO to ETSB to send to the vendor.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB. LMZ 8/19/24