# 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 1, 2025

MinuteTraq (IQM2) ID #:

Department Requisition #: 920153/4951-1

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|---|---|
| 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 #3 to Motorola Solutions, Inc. PO 920153/4951-1 to reconcile the user radio count operating in the DuPage Emergency Interoperable Radio System (DEDIRS) for FY25 for payment and accounting of contractual obligations of the DMS Radio Manager contract. This change order to true up the number of radios covered under the contract for FY25. 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 APX4000/6000/804 through November 30, 2025.

**Strategic Impact**

Financial Planning

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 and add radios, such as the APX4000 portables, purchased off the new contract as they are deployed. APXNext radio service is covered under a different program called CommandCentral in a separate contract. The adjusted count will result in a decrease in the contract of $66,096.00 for FY25. 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 #3 to allow for payment and accounting of contractual obligations.
2. Deny Change Order #3 and the invoice cannot be reconciled and processed for payment.

**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 FY25 in 4000-5820-53830: Other Contractual Services in the amount of $82,272.00. The adjusted count will result in a decrease in the contract of $66,096.00 for FY25. The contract dollar amount will not be decreased and closed until contract expires in 2025.