# 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: May 29, 2024

File ID #:

Purchase Order #: 950900/1914-1

| Requesting Department: ETSB | Department Contact: Eve Kraus |
|---|---|
| Contact Email: etsb911@dupagecounty.gov | Contact Phone: 630-550-7743 |
| Vendor Name: Intergraph dba Hexagon | Vendor #: 25029 |

**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 #28 to Hexagon Safety & Infrastructure PO 950900/1914-1 to document the exchange of OnCall Records licensing to upgrade to the vendor's current part number. This is a non-monetary change order.

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

The Hexagon software OnCall RMS 3.7 is end of life and is being replaced by OnCall RMS 10.0. This change order documents the exchange of licensing and maintenance from the legacy version to the new version of software.

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

This is a change to the original contract, as such, no vetting is needed since it not possible to use another source.

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

1. Approve Change Order #28 to allow for the exchange of licensing.
2. Deny Change Order #28.

**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 a non-monetary change order.