



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: Feb 22, 2024

MinuteTraq (IQM2) ID #: _____

Department Requisition #: 924007

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: Insight Public Sector	Vendor #: 10809

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 the approval of a contract to Insight Public Sector PO 924007 to provide 500 GTS H7038IS-LI battery Li-Ion portable radio batteries for the APX7000XE fire radios utilizing the OMNIA Partners (Cobb County) IT Products and Services (#23-6692-03) contract at a 22.937% discount. Total amount of \$65,500.00.

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

Batteries for the APX7000XE fire radios continue to be replaced for immediate use in the field to bridge the deployment gap for the new APXNext XN fire radio and have become difficult to source.

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.

The quote provided by Insight is \$1.66 less per battery than the FY23 Bid 23-052-ETSB, which was also awarded and procured through Insight. The per unit cost from the previous contact was \$132.66, the new per unit cost is \$131.00.

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

County Procurement contacted known vendors to gauge availability of the GTS H7038IS-LI portable radio batteries before an ITB was released. Procurement was unable to locate a vendor with batteries in stock. Insight offered a 4-6 week lead time for sourcing batteries and provided a quote utilizing the OMNIA Partners (Cobb County) IT Products and Services (#23-6692-03) contract at a 22.937% discount.

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

1. Approve Purchase Order 924007 to allow for the procurement of batteries for the legacy fire radios.
2. Deny Purchase Order 924007 and the ETSB supply of replacement batteries will be depleted as replacements are requested by agencies in the DEDIR System.

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 budgeted expense for FY24-25 in 4000-5820-52250: Auto/Machinery Equipment/Parts which includes batteries in the amount of \$80,000.00.