



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: Jan 23, 2026

MinuteTraq (IQM2) ID #: _____

Department Requisition #: 924015

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: AT&T, Inc.	Vendor #: 10008

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Request for Change Order #4 to AT&T Inc. Purchase Order 924015/7009-1 to encumber additional funds for Session Initiated Protocol (SIP) utility services for FY26 (line 3) in the County Finance software for payment and accounting of contractual obligations. Total amount of \$185,000.00, for a new contract amount of \$530,000.00.

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

Session Initiated Protocol (SIP) is a utility service, a network based phone call delivery method that reduces the 9-1-1 system's dependency for physical copper. This service is an extension of the current administrative, 10-digit, phone network. The PSAPs use this service to receive and place 10-digit dial calls. With the transition to NG9-1-1, the administrative phone system could be re-engineered for cost savings if contracted with DuPage County. There has been a delay in the transition of the administrative phone system which necessitates the additional SIP lines in the PSAPs remain in place.

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 change order will allow additional funds to be encumbered to cover the costs of the additional SIP utility service in the PSAPs.

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

This is a change order to an existing contract.

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

1. Approve Change Order #4 to encumber additional funds in the County Finance software.
2. Deny Change Order #4.

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 FY26 in 4000-5820-53250: Telecommunications Wireline in the amount of \$185,000.00.