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: Apr 2, 2025

MinuteTraq (IQM2) ID #:

Department Requisition #: 923011/6442-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: Hexagon Safety & Infrastructure	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 #2 to Hexagon Safety & Infrastructure PO 923011/6442-1 to extend the contract term for a one (1) year time period to May 9, 2026, per the option to extend within the contract, and encumber additional funds in the amount of $51,305.09 to bring the contract value in the County ERP system to $150,000.00 to be consistent with the change order extension paperwork.

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

A time and material purchase order was approved in 2023 agencies requesting an Xalt (EdgeFrontier) interface to the Hexagon Computer Aided Dispatch (CAD) System for interfaces deemed not allowable for 9-1-1 surcharge. To date, funds in the amount of $51,305.09 have been utilized for the development of interface requests that utilize the Xalt interface. Encumbering additional funds will bring the value of the contract value back up to $150,000.00 for FY25.

Strategic Impact

Customer Service

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

An adding funds and extending the term of the contract will allow agencies to continue the process for requests requiring an Xalt interface to the CAD 9-1-1 System. There is currently one request pending for FY25.

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

This is a amendment to the original contract, as such, there is no vetting 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 #2 to allow for the contract extension and additional funds.
2. Deny Change Order #2 and the contract will expire and will slow the interface request process.

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.

Funds were budgeted in FY25 in 4000-5820-53830: Professional Services in the amount of $150,000.00. Payment of invoices would be made by ETSB, as the contract holder, and reimbursed by the requesting Agency(ies) for interfaces deemed not acceptable or allowable for 9-1-1 surcharge. Because of the reimbursement, this cost is budget neutral.