



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 4, 2023

MinuteTraq (IQM2) ID #: _____

Department Requisition #: 923033

Requesting Department: DuPage ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Dell Marketing LP	Vendor #: 10850

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 purchase to Dell PO 923033 for the purchase of 72 Computer Aided Dispatch (CAD) Precision 3660 tower computers in the Addison Consolidated Dispatch Center and DU-COMM PSAPs as part of the equipment replacement cycle. Total amount: \$120,312.00.

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

Computers have a functional industry standard lifespan of 3 to 3.5 years. The workstations proposed for replacement were installed in 2020 and are now reaching the 4-year time frame. Replacement of the old hardware which has reached its end of useful life will ensure the PSAPs do not experience operational issues with the CAD hardware. Old hardware presents modern software compatibility issues and higher maintenance costs as well as a lack of vendor support.

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 current terminals are nearly four years old. This capital replacement will allow for the upgrade of CAD terminals to keep the hardware refreshed to avoid failures that can occur with aging equipment. Replacing all of the units at once also aligns their next replacement with the next renewal/upgrade or replacement of CAD which would allow for any different system requirements to be met with all workstations simultaneously.

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

This purchase is being made per the Midwestern Higher Education Commission (MHEC) MHEC-0412022 Contract Code C000000979569 effective until November 2, 2023. The 9-1-1 system has been using Dell hardware since 2009.

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

1. Approve the award of a contract with Dell and move forward with the procurement.
2. Do not approve the purchase and workstations will not be replaced.

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 are budgeted annually for CAD equipment replacement costs. A budget transfer will be utilized when the invoice comes due from 4000-5820-54199 (Capital Contingencies) to 4000-5820-54100 (Capital IT Equipment).