



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 1, 2025

File ID #: JPS-CO-0004-25

Purchase Order #: _____

Requesting Department: Sheriff's Office	Department Contact: Colleen Zbilski
Contact Email: colleen.zbilski@dupagesheriff.org	Contact Phone: 630-407-2122
Vendor Name: AT&T Mobility LCC	Vendor #: 10009

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

Increase contract by \$75,000.00 and add lines for 1000-4404-52100 (IT Equipment) FY25, FY26 & FY27 for the purchase of iphones and ipads.

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

Wireless communication and iphone/ipad supplies

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

We already have a contract with this vendor

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

Recommended to approve increase to contract to continue using wireless communications and to order necessary iphone/ipad supplies.

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.

Increase contract by \$75,000.00 (line 5 by \$30,000.00, line 6 by \$30,000.00 and line 7 by \$15,000.00) for a new contract total not to exceed \$479,000.00 (increase of 18.56%)