



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: Nov 3, 2023

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

Requesting Department: Human Resources-Workforce Dev Division	Department Contact: Lisa Schwach/Annie Davis
Contact Email: Ischvach@worknetdupage.org	Contact Phone: 630-955-2066/630-955-2044
Vendor Name: Dell Marketing L.P.	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.

Requesting approval to increase the existing contract with Dell Marketing L.P. by \$19,292.11, making the new total for the contract \$70,318.40.

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

The WDD seeks to add 50 Enterprise Mobility & Security (EMS) E5 licenses. EMS licenses are standard throughout government agencies that utilize mobile devices like laptops and cellular phones. Benefits of EMS licensing include mobile device management (MDM) features, such as remote data wiping and security monitoring. EMS E5 licensing will provide a more robust cybersecurity posture for the WDD and diminishes the need for third-party software and services to address mobile device cybersecurity concerns.

Strategic Impact

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

Imperative 5: Foster continued growth of the DuPage Economy

5.1. Ensure that DuPage County residents have the competitive skills necessary to create and maintain a high quality workforce. WDD administered WIOA programming for DPC is designed to assist residents in obtaining self-sufficient employment in in-demand occupations. Microsoft products are critical to administering WIOA programming and serving clients. Enhanced security measures offered by EMS E5 licenses assist in mitigating cybersecurity incidents and protecting client and County information.

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

Dell Marketing L.P. holds the Illinois Department of Innovation and Technology's (DOIT) Joint Purchase Master Contract (JPMC) Microsoft Licensing Solutions Provider contract (CMT1176800). All DuPage County departments currently obtain their Microsoft products via Dell Marketing L.P.

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

Our recommendation is to increase the contract to improve the WDD's cybersecurity posture and diminish the need for third-party software and services.

- 1) Enter into contracts with additional vendors to bridge cybersecurity gaps
- 2) No other options exist

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 contract is grant-funded from Federal dollars thru WIOA Title 1 grant 5000 2840 for the period 1/1/23 to 12/31/25.

Financial impact FY23- Increase of \$7,414.50

Financial impact FY24- Increase of \$5,938.80

Financial impact FY25- Increase of \$5,938.80