**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.

<table>
<thead>
<tr>
<th>Requesting Department: Community Services - Senior Services</th>
<th>Department Contact: Natasha Belli</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:Natasha.Belli@dupageco.org">Natasha.Belli@dupageco.org</a></td>
<td>Contact Phone: 630-407-6498</td>
</tr>
<tr>
<td>Vendor Name: Cellco Partnership dba Verizon Wireless</td>
<td>Vendor #: 10597</td>
</tr>
</tbody>
</table>

**Date:** Nov 5, 2019  
**MinuteTraq (IQM2) ID #:** 16531  
**Department Requisition #:**

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### Action Requested

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

Approval of a contract to Verizon Wireless to provide cellular and wireless services, as needed for the Senior Services division of Community Services, for the period of September 1, 2019 through September 30, 2020.

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### Summary Explanation/Background

Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

Cellular and wireless services for the Senior Services staff are used while they are in the field so that they can access all of the resources available while at off-site locations in order to provide assistance to the senior citizens of DuPage County.

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### 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.

**Customer Service**

The cellular and wireless services enable the Senior Services staff to provide valuable assistance to the senior citizens of DuPage County.

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### Source Selection/Vetting Information

Describe method used to select source.

State of Illinois Contract #CMS793372P

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### Recommendations/Alternatives

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

1) Switch to another carrier. This would increase FY20 costs since all devices would have to be replaced.  
2) Do not approve contract with Verizon Wireless and decrease the quality of services provided to DuPage County’s Senior citizens.

Senior Services feels it is in the best interest of the senior citizens of DuPage County to approve the contract with Verizon Wireless to ensure the senior citizens of DuPage County are provided with all the valuable resources that are available for them.

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### 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.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY20</td>
<td>$50,000</td>
</tr>
<tr>
<td>FY19</td>
<td>$45,072</td>
</tr>
<tr>
<td>FY18</td>
<td>$45,600</td>
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