



To: Len Flood
Finance Director

From: Larry McGhinnis
I.T. Manager

Date: April 28, 2004

Subject: Telephone Change Order

The new telephone system is installed with the exception of a few adds, changes and moves that are now taking place with the re-assignment of personnel. The implementation of a project of this large scale will always result in decisions on enhancements and changes that need to be made during the implementation. This implementation involved both the telephone system and the computer network infrastructure therefore changes that were made took both of these areas into consideration. The decisions made were evaluated on what the long-term benefits would be for the Village before the change was made.

The scope of the project changed as additional requirements from the Police Department, Fire Department and Public Works were addressed. Additional phones, switches, and sidecars were added at a cost of \$8,684. The Fire Department had an additional requirement to have six line phones instead of two line phones that added an additional amount of \$2,280. For \$230 the two Fire Stations have a phone located in the vestibule area that provides intercom capabilities with individuals that may have stopped at the stations for assistance. This provides additional security during the night hours or when the secretary is the only one left at the station by allowing two-way conversation without opening the door for the individual.

The added phones and sidecars for Public Works was a solution that addressed call-handling issues that were presented in the Public Works Perple (Program of Emergency Response Procedures and Logistics) manual. The Public Works Engineering Division was equipped with wireless phones to allow them capabilities to move from one desk to another while looking at plans and talking with contractors. As IT proceeded with this installation we found that the coverage was phenomenal. The Village at one time had a system called Freedom Link that allow for your desk phone to ring your portable phone at the same time allowing the individual to receive their calls even if they were not at their desk. For \$1570 we were able to duplicate this feature not only for the phone system but now allows for wireless data connections throughout the campus.

Throughout the Village there were wall phones installed that could have been mounted as is however to provide better security for these phones \$300 was spend on locking wall mount kits.

There were a couple of areas that the equipment necessary to make them work could not be determined until we removed some of the old equipment. The direct connection used for

DuComm and the paging systems used by the Police Department and the Fire Stations needed special equipment attached to the phone system that cost \$2,240.

An additional switch to handle the PRI (Prime Rate Interface) lines that were installed wasn't caught in the original proposal and was added at a cost of \$6,995.

Originally there were individual modems and fax lines that were on their own circuits and were not part of the phone system change-out. During the implementation it was determined that the Village could save additional funds over time if these modems and fax lines were connected to the new phone system and the individual circuits canceled. The cost to do this was \$5,895. Some of the areas changed included the Fueling System at Public Works, fax lines at the Police Department, and the SCADA support lines.

Additional costs include: 5 user license for Unity Voice Mail Interface used by I.T. - \$145, Firewall since our old one failed - \$2,740 and a conference phone that can be used anywhere in the Village - \$900.

The change order is for \$27,874. Below is a summary of all changes.

Original Contract Amount		\$291,214
Items Added		
Additional phones, switches, sidecars –PD, Fire, PW	\$8,684	
Fire Departments phone change	2,280	
Phones for vestibule at both Fire Stations	230	
Campus wide wireless phone and data connectivity	1,570	
Locking wall mount kits	300	
DuComm and Paging connections for Police and Fire	2,240	
Additional switch for the PRI connection	6,995	
SCADA, Fuel System, Fax lines changes	5,895	
5 user license for Unity Voice Mail Interface used by IT	145	
Firewall equipment replaced old unit that failed	2,740	
Conference phone	900	
Items Returned		
1-port RJ-48 Multiflex trunk – T1	<\$1,365>	
Free standing 19" rack	<250>	
Advanced Integration Module with DSP resources	<2,360>	
Locking wall mount kits	<100>	
Power cords for transformer	<30>	
Net Additional Cost	\$27,874	
Final Cost		\$319,088

R E S O L U T I O N
R _____ 04

A RESOLUTION AUTHORIZING A CHANGE ORDER
INVOLVING AN INCREASE IN THE DOLLAR AMOUNT OF
THE CONTRACT OF \$10,000 OR MORE

WHEREAS, pursuant to Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, units of local government are required to make specific findings prior to authorizing any change order relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000 or more, or would extend or shorten the time in which the contract is to be completed by thirty days or more; and

WHEREAS, staff has presented and recommended the proposed Change Order No. 1 to the contract between the Village of Lombard and Greenwich Technology Partners regarding the telephone system attached hereto as Exhibit "A" and made part hereof, to the Corporate Authorities of the Village of Lombard; and

WHEREAS, said change order attached hereto as Exhibit "A" would increase the dollar amount of the contract by \$27,874.00

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS, as follows:

SECTION 1: That after reviewing the explanation of staff as to the necessity of and reasons for the change order attached hereto as Exhibit "A", the President and Board of Trustees find as follows:

- A That the circumstances which necessitated said change order were not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the change order was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interests of the Village of Lombard to approve the change order in its proposed form.
- D. That to the extent that it may have been necessary to go to bid relative to the work contemplated by said change order, bidding is hereby specifically waived as to the change order work.

SECTION 2: That having made the findings set forth in Section 1 above, the President and Board of Trustees hereby approve the change order attached hereto as Exhibit "A", and direct and authorize the Village President and Village Clerk to execute said change order on behalf of the Village.

Adopted this _____ day of _____, 2004.

Ayes: _____

Nays: _____

Absent: _____

Approved this _____ day of _____, 2004.

William J. Mueller
Village President

ATTEST:

Barbara Johnson
Deputy Village Clerk

APPROVAL AS TO FORM:

Thomas P. Bayer
Village Attorney

VILLAGE OF LOMBARD CHANGE ORDER

PROJECT NAME Telephone Replacement Purchase Order # 48271

LOCATION: Village Buildings CHANGE ORDER: #1

PROVIDER: Greenwich Technology Partners DATE: 4/27/2004

DESCRIPTION OF CHANGE ORDER: Need Change Order #1 to cover additional cost associated with implementation of the new telephone system.

ORIGINAL AGREEMENT AMOUNT:	[1]	<u>\$291,214.00</u>
TOTAL OF PREVIOUS AUTHORIZED CHANGE ORDERS:	[2]	<u>\$0.00</u>
CURRENT CONTRACT AMOUNT: ([1]+[2])	[3]	<u>\$291,214.00</u>
PROPOSED CHANGE ORDER: (PENDING APPROVAL)	[4]	<u>\$27,874.00</u>
PROPOSED REVISED CONTRACT AMOUNT: (PENDING APPROVAL) ([3]+[4])	[5]	<u>\$319,088.00</u>

NET OF ALL CHANGE ORDERS: (PENDING APPROVAL) ([2]+[4]) \$27,874.00

TIME EXTENSION OR REDUCTION: none

TOTAL CONTRACT TIME: (PENDING APPROVAL) _____

BUDGET ESTIMATE: \$291,214.00

RECOMMENDED FOR ACCEPTANCE :

Asst. Director of Finance	Date	Approved By:	Director of Finance	Date
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		Approved By:	Village Manager	Date
		(<\$10K or 25%)		

		Approved By:	Village President	Date
		(>\$10K or 25%)		

		Attest:	Village Clerk	Date
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