



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: Feb 23, 2023

MinuteTraq (IQM2) ID #: 23-0972

Department Requisition #: _____

Requesting Department: Public Works	Department Contact: Sean Reese
Contact Email: sean.reese@dupageco.org	Contact Phone: 630.985.7400
Vendor Name: Currie Motors Frankfort Inc	Vendor #: 12434

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

Increase Currie Motors Frankfort Inc purchase order from \$231,301.00 to \$270,594.00. An increase of \$39,293.00.

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

We originally purchased one F-550 truck chassis and two F-350 truck chassis in November 2022 from Currie Motors. This paperwork was completed and approved in a short time frame due to Fords ordering process only be open for approximately 1-2 weeks. We were unable to get pricing on the dump body and the utility bodies at that time. Since then, we have received 2 quotes on each type of truck body. One quote was from Currie and the other quote was from Regional Truck Equipment.

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.

These trucks will be used for daily activities related to maintenance of sewer, water and storm water systems. Due to supply chain and reduced inventory, the County Board adopted Resolution #DT-R-0306-22 to move forward with 2023 vehicle replacement recommendation as soon as contract orders open.

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

Three truck chassis were purchased pursuant to FI-O-0056-22 and DT-R-0306B-22. The two quotes on the truck bodies were equal. It was determined that Currie Motors was the best vendor since they would directly receive the vehicle from Ford and could then arrange the installation of the truck bodies.

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

- 1) Increase change order in the amount of \$39,293 for the dump/truck bodies due to the fact that the chassis have already been ordered by Currie Motors to be put on the bodies.
- 2) Do not approve change. Not recommended due to the fact the chassis are ordered and will be unusable without the bodies.

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.

\$16,797.00 will be removed from FY23 2000-2665-54120
 \$22,496.00 will be removed from FY23 1600-3000-54120