



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 19, 2025

File ID #: 25-0577

Purchase Order #: 6969-1-SERV

Requesting Department: Division of Transportation	Department Contact: Michael Figuray
Contact Email: michael.figuray@dupagecounty.gov	Contact Phone: 6920
Vendor Name: Energicity Corp dba Rack'M Up Equipment	Vendor #: 42450

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

Requesting an increase to the purchase order 6969-1-SERV, the installation of (8) Mohawk Vertical Rise Lifts for Fleet Maintenance. Increase is needed due to unforeseen overhead conduit/wiring electrical work needed for the installation of the lifts. Increase contract by \$41,320.00

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

During construction, we found that the existing underground electrical conduit had corroded and collapsed. As a result, new overhead conduit and wiring must be installed to provide power to the lifts.

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

SOLE SOURCE PER DUPAGE ORDINANCE, SECTION 2-350;
SOLE AUTHORIZED DISTRIBUTOR WHERE THE MANUFACTURER HAS ESTABLISHED TERRITORIES

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

DuPage County DOT is purchasing Mohawk brand heavy duty vehicle lifts. Rack'm Up Equipment Distributors is currently the only contractor in the greater Chicago area that is factory trained and authorized to perform Mohawk Lift installations. The overhead conduit/wiring will be installed by Rack'M Up Equipment.

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.

There is sufficient funds for FY2025 in 1500-3510-54010 for this increase.