



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: Mar 11, 2026

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

Requesting Department: DuPage County Public Works	Department Contact: Sean Reese
Contact Email: sean.reese@dupagecounty.gov	Contact Phone: 630.985.7400
Vendor Name: HTURBO INC.	Vendor #: 42306

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

Approve contract increase of \$60,000.00 for future anticipated repairs and rebuild/replacement of a main motor assembly at the Knollwood Wastewater Treatment Plant.

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

A contract increase totaling \$60,000.00 is necessary to rebuild a main motor assembly for the K-Turbo Blowers at the Knollwood Wastewater Treatment Facility. There are 3 K-Turbo Blowers that are serviced and repaired by the sole source vendor, HTURBO. The Public Works Department has previously repaired and rebuilt two blowers and now the third one is in need of replacement. After consideration, it was necessary to rebuild the main motor assembly due to the cost of a new blower exceeding \$200,000. This agreement is currently though August 31, 2027, so additional funds are being requested to cover future parts and service needed on the blowers.

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.

The KTurbo Blowers are over 10 years old and have had minimal repair costs while in service at DuPage County's Knollwood Wastewater Treatment Plants. In order to maintain permit compliance, blowers are needed in the aeration basins to improve the oxygen levels at the beginning of the process. Without the blowers running efficiently and effectively, the risk of downtime increases, which could pose a permit compliance risk, as well as increases the energy cost to run the blowers. The replacement of the motor assembly is necessary due to the age and to maintain reliability.

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

HTURBO, INC. is the sole source provider for K Turbo Blower Parts and Service. HTURBO, INC. was provided purchase order number #6634SERV on September 12, 2023 for K Turbo Parts and Service on an as needed basis.

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

1. Approve contract increase of \$60,000.00 for future anticipated repairs and rebuild/replacement of a main motor assembly at the Knollwood Wastewater Treatment Plant.
2. Do not approve contract increase. Not recommended due to the motor main assembly requiring replacement.

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.

\$60,000.00 will be removed from 2000-2555-53300 (\$10,000 in FY26 and \$50,000 in FY27).