



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: Oct 17, 2023

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

Requesting Department: Division of Transportation	Department Contact: Keith Warf
Contact Email: keith.warf@dupagecounty.gov	Contact Phone: 6900
Vendor Name: ESI Consultants, LLC	Vendor #: 12125

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

The Division of Transportation entered into a contract with ESI Consultants, LLC for Professional Construction Engineering Services for the 2022 Pavement Maintenance (South) Program. ESI Consultants, LLC was recently acquired by Gonzalez Companies, LLC. The DOT requests the transfer of the remaining encumbrance in PO#5774-1-SERV to Gonzalez Companies, LLC and to extend the expiration date of the contract to November 30, 2024.

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

In order for the County to continue to perform necessary Professional Construction Engineering Services for the 2022 Pavement Maintenance Program, it is necessary to transfer the current contract with ESI Consultants, LLC to Gonzalez Companies, LLC.

Strategic Impact

☐ Financial Planning

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

In order to provide Professional Construction Engineering Services for the 2022 Pavement Maintenance Program without any lapse, it is more cost effective and efficient to transfer our contract with ESI Consultants, LLC to Gonzalez Companies, LLC.

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

ESI Consultants, LLC was originally selected following a qualifications based selection process. Gonzalez Companies, LLC maintains the same pre-qualifications.

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

It is recommended to transfer the original contract with ESI Consultants, LLC to Gonzalez Companies, LLC under the same terms and conditions. DOT will monitor the contract and deliverables to ensure equal or better performance.

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.

No change in the contract total encumbrance. Transfer contract 5774-1-SERV and remaining contract balance (\$35,383.80) with ESI Consultants, LLC - 12125 to Gonzalez Companies, LLC - 41572