



Procurement Review Comprehensive Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-1776	RFP, BID, QUOTE OR RENEWAL #: Sole Source	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$18,500.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 08/05/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$18,500.00
	CURRENT TERM TOTAL COST: \$18,500.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Rhythm Engineering	VENDOR #:	DEPT: Division of Transportation	DEPT CONTACT NAME: Stephen Zulkowski
VENDOR CONTACT: Ashley Reynolds	VENDOR CONTACT PHONE: 913.227.0603	DEPT CONTACT PHONE #: 6900	DEPT CONTACT EMAIL: stephen.zulkowski@dupagecounty.gov
VENDOR CONTACT EMAIL:	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Game Changer, a portable traffic data collection system for highways, roads, intersections, and round-a-bouts, with near real time access to all vehicle, pedestrian, and bicycle classifications, counts, speed, and traffic data.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This traffic data collection system will deliver Automated Pedestrian and Bicycle Counts, Automated Turning Movement Counts, Vehicle Volume, Speed, and Classification with no additional labor effort to transfer or post-process a video file to achieve report of desired traffic data collection.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
SOLE SOURCE PER DUPAGE ORDINANCE, SECTION 2-350 (MUST FILL OUT SECTION 4)

DECISION MEMO REQUIRED Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION	
JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement. SOLE PROVIDER OF A LICENSED OR PATENTED GOOD OR SERVICE
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific. Rhythm Engineering is the sole manufacturer and provider of the Game Changer. It is not manufactured, licensed or distributed by any other entity. The Game Changer equipment and associated services, eliminates labor intensive parts of field data collection by automatically processing traffic data and making data available by web download.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not. Market Not tested, Vendor solution offers an alternate data processing solution that functions as a (unlimited-use) 12 month subscription instead of paying to process video by each hour processed. Solution's included subscription is believed to be better for DOT operations (reduced labor per study) and will be verified during first 12 months of use.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted. Two major vendors in the space offer field deployable cameras for purchase with a parallel business to upload recorded videos to process selected hours (for a fee) to output traffic counts Miovision Scout Plus, sales@traffcon.com , 440-951-8929, Muhammad Miah Miovision Traffic Studies Cloud, https://miovision.com/solutions/data-collection-traffic-studies/ StreetLogic CountCAM4 , sales@streetlogic.pro , 612-614-1411 Streetlogic, Count Cloud, https://www.streetlogic.pro/products/countcloud

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Rythym Engineering	Vendor#:	Dept: DOT Finance	Division:
Attn:	Email:	Attn:	Email: DOTFinance@dupagecounty.gov
Address: 14019 W. 95th Street	City: Lenexa	Address: 421 N. County Farm Road	City: Wheaton
State: KS	Zip: 66215	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same as above	Vendor#:	Dept: DOT Traffic	Division:
Attn:	Email:	Attn: Stephen Zulkowski	Email:
Address:	City:	Address: Same as above	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Aug 5, 2025	Contract End Date (PO25): 11/30/2025

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Game Changer Portable Traffic Data Collection System	FY25	1500	3500	52000		14,500.00	14,500.00
2	1	EA		Game Changer Data Collection Package	FY25	1500	3500	53807		4,000.00	4,000.00
FY is required, ensure the correct FY is selected.										Requisition Total \$	18,500.00

Comments

HEADER COMMENTS	Provide comments for P020 and P025. Contract purchase order for (1) Game Changer, a portable traffic data collection system, for the Division of Transportation.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. email po to DOTFinance@dupagecounty.gov, stephen.zulkowski@dupagecounty.gov and reggie@rythmtraffic.com
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

Signature on file