



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: Sep 15, 2023

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

Requesting Department: Public Works	Department Contact: Sean Reese
Contact Email: sean.reese@dupageco.org	Contact Phone: 630.985.7400
Vendor Name: Joseph J Henderson & Son Inc	Vendor #: 15050

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 time extension with Joseph J Henderson & Son, Inc until June 30, 2024.

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

Joseph J Henderson & Son, Inc was retained for the rehabilitation of the Nordic Wastewater Treatment Facility. A time extension is needed due to delays in the manufacture and delivery of plant equipment. This project is necessary in order to comply with current and future IEPA requirements.

Strategic Impact

Customer Service

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

The rehabilitation of the Nordic WWTP ensures that the County will continue to provide County customers with reliable wastewater treatment services.

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

Joseph J Henderson & Son, Inc was selected due to being the lowest responsible bidder per Bid #20-013-PW.

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

As this is a current contract, there are no recommendations to change the current supplier as this is an active contract.

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.

Extend contract through June 30, 2024, with no increase to the contract total.