



## 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 24, 2025

File ID #:

Purchase Order #: 5896-1-SERV

Requesting Department: Division of Transportation	Department Contact: Michael Figuray
Contact Email: michael.figuray@dupagecounty.gov	Contact Phone: 6920
Vendor Name: Rush Truck Centers of Illinois, Inc.	Vendor #: 13272

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

Contract purchase order to furnish and deliver eight (8) Plow Trucks with Snow and Ice Equipment for the Division of Transportation. Requesting approval to extend contract expiration date to November 30, 2025.

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

DuPage County Division of Transportation ordered eight (8) plow trucks in 2022 with an expected deliver date of 2024. Due to unforeseen circumstances in the chassis build schedule, the trucks were delayed and will not be delivered until 2025.

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

State of Illinois/CMS Bid Buy Contract 19-416CMS-BOSS4-P-8607

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

The Division of Transportation staff recommends this extension as the trucks are being delivered in this fiscal year.

**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 contract encumbrance.