



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: Aug 1, 2024

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

Requesting Department: Public Works	Department Contact: Drew Cormican
Contact Email: drew.cormican@dupagecounty.gov	Contact Phone: 630-985-7400
Vendor Name: Commonwealth Edison Company	Vendor #: 10023

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

Approve total contract increase of \$10,000.00 for a new contract total of \$1,478,000.00 with Commonwealth Edison Company. This increase is due to the the County switching over at the end of May to Com Ed Supplying and Delivering electricity to all County Facilities, including Public Works locations.

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

This increase is required to pay bills from Com Ed for energy supply and distribution through the contract ending on 6/8/24 due to the switch from a contracted rate to the Com Ed hourly rate.

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.

Com Ed supplies and distributes electricity to operate all Public Works Facilities and is required for operations.

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

The original purchase order was awarded to Com Ed on June 8th, 2021 to distribute electricity to operate all Public Works Facilities.

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

- 1) Approve contract increase in the amount of \$10,000.00. Recommended due to the need to operate all Public Works Facilities.
- 2) There is not a realistic second option as our facilities are reliant on Com Ed for electricity supply and distribution.

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.

\$10,000.00 will be removed from line 2000-2555-53210.