



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 16, 2023

MinuteTraQ (IQM2) ID #: 22274

Department Requisition #: 16001807

Requesting Department: Stormwater Management	Department Contact: Jamie Lock
Contact Email: jamie.lock@dupageco.org	Contact Phone: 630-407-6705
Vendor Name: Earthwerks Land Improvement and Development	Vendor #: 11452

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

Time Extension - A time extension is necessary in order to allow more time for the vegetation establishment project. This requirement must be met prior to completion as a condition of the permits received for the project.

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

The Redmond Reservoir Expansion Project was constructed in 2018-19. The project is currently in the vegetation establishment period, where all restoration is required to meet performance standards prior to permit sign off. In order for the project to remain in compliance with the regulatory permits for the project, the contractor needs to continue actively managing the project site.

Strategic Impact

Quality of Life

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

The contractor needs to continue managing the project so it is in compliance with the project specifications and the project can function as designed.

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

Earthwerks Land Improvement and Development Corporation, Inc. was the low bid contractor.

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

Staff recommends the contract extension to allow the contractor to complete the project. If the contract is not extended, another contractor will need to be selected to complete these tasks, which will cost additional funds and time to complete the project, potentially compromising the integrity of the project while another contractor is selected. This portion of the project must be completed in order to receive regulatory signoff.

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.

N/A - time extension only