



# 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 29, 2023

MinuteTraq (IQM2) ID #: 23-1357

Department Requisition #: \_\_\_\_\_

Requesting Department: State's Attorney	Department Contact: Lisa Smith
Contact Email: Lisa.Smith@dupageco.org	Contact Phone: 630-407-8206
Vendor Name: BOND, DICKSON & ASSOC, P.C.	Vendor #: 11210

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

Bond, Dickson and Associates continues to provide ongoing representation in general election law matters, as well as the following ongoing cases: Case No. 2023 MR 53, Case No. 2022 CH 220, and Case No. 2021 MR 548.

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

Bond, Dickson and Associates will continue to provide the County Clerk with representation in matters related to the specialized area of election law. The State's Attorney is familiar with Bond Dickson's expertise in these matters and has been satisfied with the firm's performance.

### Strategic Impact

Financial Planning

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

Bond, Dickson and Associates continues to provide representation in legal matters not originally contemplated at the start of their work.

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

Bond, Dickson & Associates was previously appointed as Special Assistant State's Attorneys.

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

N/A

**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.

Increase purchase order by \$100,000 for a new purchase order amount not to exceed \$200,000.