



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: Nov 28, 2023

MinuteTraq (IQM2) ID #: IQM2 #23566

Department Requisition #: _____

Requesting Department: Animal Services	Department Contact: Tim Harbaugh
Contact Email: tim.harbaugh@dupagecounty.gov	Contact Phone: x5670
Vendor Name: RWE Design Build	Vendor #: 21914

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

Change order to add the following Scope of Work, including additional low voltage, access control, security, surveillance cameras, infrastructure for future solar panels and future electric vehicle charging stations for public and municipal use, switchgear and infrastructure for new transformer and electrical services and replace the existing roof with a standing seam roof, as further identified in Exhibits 1 & 2 of the revised project budget.
 Extend Contract to November 30, 2025.

Increase contract \$2,488,898
 Add new line: FY25 Budget code 1100-1300-54010 \$2,488,898

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

This agreement with RWE Design Build is for Professional Construction Manager at-risk, for the Animal Services Facility Addition and space renovation. Due to building enhancements and added scope, including low voltage, access control, security, surveillance cameras, infrastructure for future solar panels and future electric vehicle charging stations for public and municipal use, switchgear and infrastructure for a new transformer and electrical services; replace the existing roof with a standing seam roof, as further identified identified in Exhibits 1 & 2 of the revised project budget.

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.

Animal Services and Facilities have identified numerous suggested improvements for the operations, customer service enhancements, and long term benefits of the Departments and public utilizing the facility.

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

A request for two Statements of Interest were issued one for Professional Architectural and Engineering Services and one for Professional Construction Manager At Risk (G-MAX) services for the Animal Services Facility Addition; three Architectural and Engineering firms and three Construction Management firms were interviewed, RWE Design Build was determined to possess the qualified staff to provide these Professional Construction Manager Services. WSP USA Design, Inc. was selected to provide the Architectural and Engineering Services as a sub-consultant to RWE Design Build.

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

- 1) Staff recommends approval of the added scope, increase of \$2,488,898 to the original contract amount of \$10,967,013 for a new contract total of \$13,455,911 & extend the contract to November 30, 2025 due to project delays of the Animal Services Facility Addition.
- 2) Select another firm. However, staff does not recommend this, because RWE Design Build is already the Construction Manager at-risk for this project.
- 3) Not complete the space renovation

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.

Animal Services FY25 Budget Code 1100-1300-54010