Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: AECOM Technical Services, Inc.</th>
<th>Vendor #:</th>
<th>Contract Term: Through 11/30/21</th>
<th>Contract Total: $348,477.60</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Division of Transportation</td>
<td>Contact: Paul Krueger</td>
<td>Phone: 6900</td>
<td>Assigned Committee: Transportation</td>
</tr>
</tbody>
</table>

Description of Procurement/Scope of Work/Background
Professional Construction Engineering Services for Improvements along the Gary Avenue Trail, from the Great Western Trail to Army Trail Road, Section 11-00237-11-8T

Reason for Procurement
See attached decision memo

FUNDING SOURCE

- [ ] Procurement budgeted for (FY and budget code(s)): 1500-3550-54040
- [ ] Budget Transfer (Date) Add'l Information

DECISION MEMO NOT REQUIRED

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED

- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # (include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP #
- [x] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE, BID #

PREPARED BY AND APPROVAL(S) (Initials Only)

<table>
<thead>
<tr>
<th>EMH</th>
<th>Nov 4, 2019</th>
<th>Recommended for Approval: 11/5/2019</th>
<th>IT Approval, if required Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepared By</td>
<td>Date</td>
<td>Approved</td>
<td>Date</td>
</tr>
</tbody>
</table>

REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date 11/19/19</th>
<th>Procurement Officer 11/8/19</th>
<th>Chief Financial Officer 11/8/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date 11/8/19</td>
<td>Chairman's Office Date 11/13/19</td>
<td>(Decision Memos Over $25,000)</td>
<td>(Decision Memos Over $25,000)</td>
</tr>
</tbody>
</table>