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.

Requesting Department: State's Attorney
Contact Email: gregory.vaci@dupageco.org
Vendor Name: Bond Dickson

Department Contact: Gregory Vaci
Contact Phone: 8221
Vendor #:

Date: Sep 20, 2019

MinuteTraq (IQM2) ID #:
Department Requisition #:

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

The request is to approve a contract in the amount of up to $25,000 for the law firm of Bond Dickson to represent the DuPage County Merit Commission in the Merit Commission case no. 19-1.

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

Separate counsel is necessary in this case because the DuPage SAO is prosecuting this administrative matter and cannot perform that function as well as represent the Commission in the same matter. The Bond Dickson law firm will provide legal counsel to the Commission at the scheduled hearing dates and will assist the Commission in preparing the opinion of the Commission after the hearing on the merits is concluded.

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

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

The State’s Attorney has determined that due to prior experience that the Bond Dickson firm has in representing the Merit Commission in similar matters, they are well suited to represent the Merit Commission in this case and will be able to provide counsel to the Merit Commission regarding any potential issues that are likely to be encountered during these proceedings.

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

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.

The projected yearly cost for legal representation going forward in to FY 2020 should not exceed $25,000. This matter has been pending since April of 2019. Initially, it was projected that the case could be resolved fairly quickly, thereby keeping the total cost under $5,000. However, disputes over discovery and Respondent's request for a continuance of the hearing date have caused an increase in costs.