



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: May 9, 2023

MinuteTraq (IQM2) ID #: 23-1796

Consent  
PW 7/11  
CB 7/18

<b>Purchase Order #:</b> 4715-1 SERV	<b>Original Purchase Order Date:</b> Jul 14, 2020	<b>Change Order #:</b> 7	<b>Department:</b> Facilities Management
<b>Vendor Name:</b> Wight Construction Services, Inc.		<b>Vendor #:</b> 26311	<b>Dept Contact:</b> Cathie Figlewski
<b>Background and/or Reason for Change Order Request:</b>	Extend contract 4715-0001 SERV to December 31, 2025. No change in contract amount.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

- ☒ (A) Were not reasonably foreseeable at the time the contract was signed.
- ☒ (B) The change is germane to the original contract as signed.
- ☐ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$20,250,000.00
B	Net \$ change for previous Change Orders	\$1,039,431.00
C	Current contract amount (A + B)	\$21,289,431.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$0.00
E	New contract amount (C + D)	\$21,289,431.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	5.13%
<b>DECISION MEMO NOT REQUIRED</b>		

- ☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☐ Consent Only
- ☐ Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_
- ☐ Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_
- ☐ Price shows: \_\_\_\_\_ should be: \_\_\_\_\_
- ☐ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

<b>DECISION MEMO REQUIRED</b>	
<input checked="" type="checkbox"/> Increase (greater than 29 days) contract expiration from: Nov 30, 2023 to: Dec 31, 2025	
<input type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input type="checkbox"/> OTHER - explain below:	

CAF	5665	May 9, 2023	Signature on file	x6800	5/9/23
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		