



Request for Change Order
Procurement Services Division
 Attach copies of all prior Change Orders

CONSENT
 DOT 5/16
 CB 5/23

Date: Apr 24, 2023

MinuteTraq (IQM2) ID #: _____

Purchase Order #:	4284-1-SERV	Original Purchase Order Date:	Dec 3, 2019	Change Order #:	6	Department:	Division of Transportation	
Vendor Name:			Atlas Engineering Group, Ltd.	Vendor #:		32246	Dept Contact:	Bill Eldson
Background and/or Reason for Change Order Request:	Professional Preliminary/Design Engineering Services, upon request (Various Locations). Section #20-DEENG-04-EG Extend contract expiration date to Jun 30, 2024, and last invoice allowed date to Nov 30, 2024. No change in contract encumbrance.							

IN ACCORDANCE WITH 720 ILCS 5/33E-9

(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	\$250,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$250,000.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input type="checkbox"/> Decrease
E	New contract amount (C + D)	\$250,000.00
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)	0.00%

DECISION MEMO NOT REQUIRED

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

DECISION MEMO REQUIRED

Increase (greater than 29 days) contract expiration from: Jun 30, 2023 to: Jun 30, 2024
 Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source _____
 OTHER - explain below:

Prepared By (Initials)	6892	Date	<u>LLG</u>	Recommended for Approval (Initials)	Phone Ext	<u>4127123</u>	Date
REVIEWED BY (Initials Only)							
Buyer	Date	<u>elc</u>	Procurement Officer	<u>5/2/23</u>			
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)		Date			