

Consent  
DOT 6/18  
CB 6/25

*g8*  
kbc



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

Date: Jun 4, 2024

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 4557-1-SERV	<b>Original Purchase Order Date:</b> Apr 28, 2020	<b>Change Order #:</b> 7	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> Knight E/A, Inc.		<b>Vendor #:</b> 11046	<b>Dept Contact:</b> Kathleen Black Curcio
<b>Background and/or Reason for Change Order Request:</b>	Professional Design Engineering Services for replacement of the bridge carrying Warrenville Road over the East Branch DuPage River, Section #14-00124-04-BR Extend contract expiration date to May 31, 2025, and last invoice date to May 31, 2026.		
<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	\$395,818.10
B	Net \$ change for previous Change Orders	\$137,653.00
C	Current contract amount (A + B)	\$533,471.10
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$0.00
E	New contract amount (C + D)	\$533,471.10
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)	34.78%

DECISION MEMO NOT REQUIRED			
<input type="checkbox"/> Cancel entire order	<input type="checkbox"/> Close Contract	<input type="checkbox"/> Contract Extension (29 days)	<input checked="" type="checkbox"/> Consent Only
<input type="checkbox"/> Change budget code from: _____ to: _____			
<input type="checkbox"/> Increase/Decrease quantity from: _____ to: _____			
<input type="checkbox"/> Price shows: _____ should be: _____			
<input type="checkbox"/> Decrease remaining encumbrance and close contract	<input type="checkbox"/> Increase encumbrance and close contract	<input type="checkbox"/> Decrease encumbrance	<input type="checkbox"/> Increase encumbrance

DECISION MEMO REQUIRED	
<input checked="" type="checkbox"/> Increase (greater than 29 days) contract expiration from: <u>Jun 30, 2024</u> to: <u>May 31, 2025</u>	<input type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input type="checkbox"/> Funding Source _____
<input type="checkbox"/> OTHER - explain below: _____	

kbc	6892	Jun 4, 2024	<u>WCE</u>	6890	<u>6/5/2024</u>
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
_____ Buyer			_____ Procurement Officer		
_____ Date			_____ Date		
_____ Chief Financial Officer (Decision Memos Over \$25,000)			_____ Chairman's Office (Decision Memos Over \$25,000)		
_____ Date			_____ Date		