

CDNSENT
PW 1120
CB 1127



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jan 7, 2026

MinuteTraq (IQM2) ID #: N/A

Purchase Order #: 5455SERV	Original Purchase Order Date: <u>Oct 1, 2021</u>	Change Order #: 1	Department: Public Works
Vendor Name: Nicor Gas	Vendor #: 10057		Dept Contact: Drew Cormican
Background and/or Reason for Change Order Request:	Decrease contract by \$221,676.30 and close contract.		

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	\$515,000.00	
B	Net \$ change for previous Change Orders		
C	Current contract amount (A + B)	\$515,000.00	
D	Amount of this Change Order	<input type="checkbox"/> Increase	<input checked="" type="checkbox"/> Decrease
E	New contract amount (C + D)	\$293,323.70	
F	Percent of current contract value this Change Order represents (D / C)	-43.04%	
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-43.04%	

DECISION MEMO NOT REQUIRED

- 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

DECISION MEMO REQUIRED

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

Prepared By (Initials) DSE Phone Ext _____ Date 1/7/26 Recommended for Approval (Initials) MR Phone Ext _____ Date 1/7/26

REVIEWED BY (Initials Only)

Buyer _____	Date _____	Procurement Officer _____	Date <u>1/12/2026</u>
Chief Financial Officer (Decision Memos Over \$25,000) _____	Date _____	Chairman's Office (Decision Memos Over \$25,000) _____	Date _____