

Consent
PW 1/20
CB 1/27



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jan 5, 2026

MinuteTraq (IQM2) ID #: N/A

| | | | |
|---|---|--------------------------|------------------------------------|
| Purchase Order #: 7252SERV | Original Purchase Order Date: Aug 27, 2024 | Change Order #: 2 | Department: Public Works |
| Vendor Name: Mid American Water | | Vendor #: 11215 | Dept Contact: Drew Cormican |
| Background and/or Reason for Change Order Request: | Decrease contract by \$49,671.42 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 | \$60,000.00 |
| B | Net \$ change for previous Change Orders | |
| C | Current contract amount (A + B) | \$60,000.00 |
| D | Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease | (\$49,671.42) |
| E | New contract amount (C + D) | \$10,328.58 |
| F | Percent of current contract value this Change Order represents (D / C) | -82.79% |
| G | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) | -82.79% |

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 \geq \$2,500.00, or \geq 10%, of current contract amount ☐ Funding Source _____
- ☐ OTHER - explain below: _____

| | | | | | |
|---|-----------|---|-------------------------------------|-----------|--------|
| Prepared By (Initials) | Phone Ext | Date | Recommended for Approval (Initials) | Phone Ext | Date |
| <i>DL</i> | | 1/5/26 | <i>MP</i> | | 1/5/26 |
| REVIEWED BY (Initials Only) | | | | | |
| Buyer | Date | Procurement Officer | Date | | |
| | | <i>[Signature]</i> | 1/12/2026 | | |
| Chief Financial Officer (Decision Memos Over \$25,000) | Date | Chairman's Office (Decision Memos Over \$25,000) | Date | | |