



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

Consent
 DOT 10/1
 CB 1018

kb

Date: Sep 18, 2024

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 3874-1-SERV	Original Purchase Order Date: May 14, 2019	Change Order #: 4	Department: Division of Transportation
Vendor Name: Alfred Benesch & Company		Vendor #: 10752	Dept Contact: Kathleen Black Curcio
Background and/or Reason for Change Order Request:	Professional Design Engineering Services, CH 27/High Lake Road at Sunset Avenue, Section 09-00122-03-TL Extend contract completion date through October 31, 2026. Last Invoice date to May 31, 2027.		
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	\$144,289.22
B	Net \$ change for previous Change Orders	\$81,652.97
C	Current contract amount (A + B)	\$225,942.19
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$225,942.19
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)	56.59%

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: Nov 30, 2024 to: Oct 31, 2026

Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source _____

OTHER - explain below: _____

Prepared By (Initials)	6892	Sep 18, 2024	<i>sm7</i>	6910	9/19/24
Phone Ext		Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	<i>[Signature]</i>	Procurement Officer	Date <i>9/20/2024</i>
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date