

Consent  
PW 11/5  
OB 11/12



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Oct 21, 2024

MinuteTraq (IQM2) ID #: 24-2824

Purchase Order #: 5456-0001 SERV	Original Purchase Order Date: <u>Sep 28, 2021</u>	Change Order #: <u>9</u>	Department: <u>Facilities Management</u>
Vendor Name: <u>Wold Architects Incorporated DBA Wold Architects and Engineers</u>		Vendor #: <u>38503</u>	Dept Contact: <u>Cathie Figlewski</u>
Background and/or Reason for Change Order Request:	<u>Contract Extension to November 30, 2025, to provide on-call Professional Architectural and Engineering Services, for Facilities Management. No change in contract total.</u>		
<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	\$250,000.00
B	Net \$ change for previous Change Orders	\$0.00
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

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: Nov 30, 2025

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

OTHER - explain below: \_\_\_\_\_

cf	5665	Oct 21, 2024	<b>Signature on File</b>	Oct 21, 2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials) - Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>				
Buyer	Date	Procurement Officer	Date	
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date	