

7/1/2023

094



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Oct 17, 2023

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 5479-1-SERV	Original Purchase Order Date: Oct 12, 2021	Change Order #: 2	Department: Division of Transportation
Vendor Name: RM Chin & Associates, Inc.		Vendor #: 12870	Dept Contact: Kathleen Black Curcio

Background and/or Reason for Change Order Request: Professional Design Review/Value Engineering Services for building replacements at 140 N. County Farm Road, Wheaton (140 Bldg and 140 Garage) and 1900 W. Arthur Drive, West Chicago (Yellow Freight) and Construction Engineering Services for 1900 W. Arthur Drive, West Chicago (Yellow Freight), Section# 19-00179-32-MG. Extend current contract expiration dated to November 30, 2024 and last invoice allowed date to June 30, 2025. No change in contract encumbrance.

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	\$999,947.57
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$999,947.57
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$999,947.57
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, 2023 to: Nov 30, 2024
- Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source _____
- OTHER - explain below:

kbc	6892	Oct 17, 2023	<u>VVS</u>	10/19/23
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext Date

REVIEWED BY (Initials Only)

Buyer	Date	Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date