



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Apr 23, 2024

MinuteTraq (IQM2) ID #: _____

| | | | |
|---|---|--------------------------|---|
| Purchase Order #: 5751-1-SERV | Original Purchase Order Date: Apr 12, 2022 | Change Order #: 5 | Department: Division of Transportation |
| Vendor Name: STV Incorporated | | Vendor #: 11016 | Dept Contact: Kathleen Black Curcio |
| Background and/or Reason for Change Order Request: | Professional Construction Engineering Services, CH 31/87th St at Woodward Ave Intersection Improvements. Section Number #13-00253-01-CH. Increase LN4 (FY24-1500-3550-54040-WOODRIDGE) \$248,037.81 and extend expiration date to October 31, 2025. | | |
| 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 | \$675,937.50 |
| B | Net \$ change for previous Change Orders | |
| C | Current contract amount (A + B) | \$675,937.50 |
| D | Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease | \$248,037.81 |
| E | New contract amount (C + D) | \$923,975.31 |
| F | Percent of current contract value this Change Order represents (D / C) | 36.70% |
| G | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) | 36.70% |
| 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 | |
|---|--|
| <input checked="" type="checkbox"/> Increase (greater than 29 days) contract expiration from: Jun 30, 2025 to: Oct 31, 2025 | |
| <input checked="" type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input checked="" type="checkbox"/> Funding Source 1500-3550-54040-WOOD | |
| <input type="checkbox"/> OTHER - explain below: | |
| | |

| | | | | | |
|------------------------------------|-----------|--------------------------------|-------------------------------------|-----------|-----------|
| kbc | 6892 | Apr 23, 2024 | WCE | 6890 | 4/24/2024 |
| 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 | Date | Chairman's Office | Date | | |
| (Decision Memos Over \$25,000) | | (Decision Memos Over \$25,000) | | | |