



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Consent  
DOT 10/11  
CB 10/18

*[Handwritten initials]*

Date:                      Sep 16, 2024

MinuteTraq (IQM2) ID #:                     

|   |  |                          |   |
|---|--|--------------------------|---|
| <b>Purchase Order #:</b> 6853-1-SERV                      | <b>Original Purchase Order Date:</b> Jan 23, 2024  | <b>Change Order #:</b> 1 | <b>Department:</b> Division of Transportation |
| <b>Vendor Name:</b> Alfred Benesch and Co                 |  | <b>Vendor #:</b> 10752   | <b>Dept Contact:</b> Kathleen Black Curcio    |
| <b>Background and/or Reason for Change Order Request:</b> | Professional Construction Engineering Services, Geneva Road bridge over the West Branch DuPage River. Section Number 18-00206-10-BR<br>Revised Exhibit C |                          |   |
| <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   | \$859,364.00 |
| B                 | Net \$ change for previous Change Orders  | _____        |
| C                 | Current contract amount (A + B)   | \$859,364.00 |
| D                 | Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease |              |
| E                 | New contract amount (C + D)   | \$859,364.00 |
| 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   |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> Cancel entire order                               | <input type="checkbox"/> Close Contract                          | <input type="checkbox"/> Contract Extension (29 days) | <input checked="" type="checkbox"/> Consent Only |
| <input type="checkbox"/> Change budget code from: _____ to: _____          |  |   |  |
| <input type="checkbox"/> Increase/Decrease quantity from: _____ to: _____  |  |   |  |
| <input type="checkbox"/> Price shows: _____ should be: _____               |  |   |  |
| <input type="checkbox"/> Decrease remaining encumbrance and close contract | <input type="checkbox"/> Increase encumbrance and close contract | <input type="checkbox"/> Decrease encumbrance         | <input type="checkbox"/> Increase encumbrance    |

| DECISION MEMO REQUIRED   |  |
|--|--|
| <input type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____ | <input type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input type="checkbox"/> Funding Source _____ |
| <input type="checkbox"/> OTHER - explain below:  |  |
|  |  |

| abc   | 6892      | Sep 16, 2024  |                                     | 6910             | 9/18/24 |
|---|-----------|---|-------------------------------------|------------------|---------|
| Prepared By (Initials)                                    | Phone Ext | Date  | Recommended for Approval (Initials) | Phone Ext        | Date    |
| REVIEWED BY (Initials Only)                               |           |   |                                     |                  |         |
|   |           |   | <i>[Signature]</i>                  |                  |         |
| Buyer   | Date      | Procurement Officer                                 | Date                                | <i>9/20/2024</i> |         |
| Chief Financial Officer<br>(Decision Memos Over \$25,000) | Date      | Chairman's Office<br>(Decision Memos Over \$25,000) | Date                                |                  |         |