



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

Consent
 DOT 5/16
 CB 5/23

Date: Apr 24, 2023

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 5203-1-SERV	Original Purchase Order Date: Apr 14, 2021	Change Order #: 2	Department: Division of Transportation
Vendor Name: Christopher B. Burke Engineering, Ltd.		Vendor #: 10234	Dept Contact: Bill Eidson
Background and/or Reason for Change Order Request:	Professional Preliminary Engineering Services for Flashing Yellow Arrow Corridor at CH 38/63rd Street, from Suffield Court to Americana Drive, Section #20-00288-05-TL Extend contract expiration date to Jun 30, 2024, and last invoice allowed date to Nov 30, 2024. 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	\$153,163.73
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$153,163.73
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$153,163.73
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 NE

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: Jun 30, 2023 to: Jun 30, 2024

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

OTHER - explain below: _____

kbc	6892	Apr 24, 2023	<i>WLS</i>		<i>4/27/23</i>
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	<i>WLS</i>	Procurement Officer	Date <i>5/2/23</i>
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date