

14100 JI-4-0020A-20

CONSENT
PW 9116
CB 9123KBC
GS

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

Date: Aug 26, 2025

MinuteTraq (IQM2) ID #: 25-2131

Purchase Order #:	4357-1-SERV	Original Purchase Order Date:	Jan 15, 2020	Change Order #:	3	Department:	Division of Transportation
Vendor Name:	GRAEF-USA Incorporated			Vendor #:	11549	Dept Contact:	Kathleen Black Curcio
Background and/or Reason for Change Order Request:	Professional Surveying Services, upon request of the Division of Transportation, Facilities Management and Public Works. Section 19-RSURV-06-EG. Expiration Date: November 30, 2022. Decrease remaining encumbrance and close contract.						

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		\$95,000.00
B	Net \$ change for previous Change Orders		
C	Current contract amount (A + B)		\$95,000.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$24,516.59)
E	New contract amount (C + D)		\$70,483.41
F	Percent of current contract value this Change Order represents (D / C)		-25.81%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-25.81%

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: _____ to: _____
 Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source _____
 OTHER - explain below:

Prepared By (Initials)	6892	Date	Aug 26, 2025	Recommended for Approval (Initials)	8/27/25	Phone Ext	6910	Date
REVIEWED BY (Initials Only)								
Buyer	Date	Procurement Officer	9/3/2025					
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date					