



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

CONSENT
PW 1120
CB 1127

Date:

Jan 5, 2026

MinuteTraq (IQM2) ID #:

N/A

| | | | | | | | |
|--|---|-------------------------------|--------------|-----------------|-------|---------------|---------------|
| Purchase Order #: | 7151SERV | Original Purchase Order Date: | Jun 26, 2024 | Change Order #: | 1 | Department: | Public Works |
| Vendor Name: | Mid American Water | Vendor #: | | | 11215 | Dept Contact: | Drew Cormican |
| Background and/or Reason for Change Order Request: | Decrease contract by \$22,774.20 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 | | \$62,500.00 |
| B | Net \$ change for previous Change Orders | | |
| C | Current contract amount (A + B) | | \$62,500.00 |
| D | Amount of this Change Order | <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease | (\$22,774.20) |
| E | New contract amount (C + D) | | \$39,725.80 |
| F | Percent of current contract value this Change Order represents (D / C) | | -36.44% |
| G | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) | | -36.44% |

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) Dx Phone Ext _____ Date 1/5/24 Recommended for Approval (Initials) My Phone Ext _____ Date 1/5/26

REVIEWED BY (Initials Only)

Buyer _____ Date _____ Procurement Officer _____ Date SS 1/12/2026

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