



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Consent  
PW 9/2  
CB 9/9

Date: Sep 2, 2025

MinuteTraq (IQM2) ID #: 25-1931

<b>Purchase Order #:</b> 6462-0001 SERV	<b>Original Purchase Order Date:</b> May 23, 2023	<b>Change Order #:</b> 5	<b>Department:</b> Facilities Management
<b>Vendor Name:</b> Earthwerks Land Improvement & Development Corp			<b>Vendor #:</b> 11452
<b>Dept Contact:</b> Jennifer Boyer			
<b>Background and/or Reason for Change Order Request:</b>	Amendment to Contract 6462-0001 SERV issued to Earthwerks Land Improvement and Development Corporation for construction of stormwater detention and Best Management Practices (BMP's) projects at the east campus detention basin for Facilities Management for numerous building construction projects, for a change order to extend the contract to December 15, 2027, no change in contract amount.		
<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	\$2,793,517.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$2,793,517.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$2,793,517.00
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		

- ☐ 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: Dec 15, 2025 to: Dec 15, 2027	
<input type="checkbox"/> Increase $\geq$ \$2,500.00, or $\geq$ 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input type="checkbox"/> OTHER - explain below:	

caf	Aug 11, 2025	5665	Aug 11, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)
<b>REVIEWED BY (Initials Only)</b>			
Buyer	Date	Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date