



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

Consent
 DOT 6/18
 CB 6/25
 18
 kbc

Date: May 28, 2024

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 5548-1-SERV	Original Purchase Order Date: Nov 9, 2021	Change Order #: 3	Department: Division of Transportation
Vendor Name: Hampton, Lenzini & Renwick, Inc.		Vendor #: 12021	Dept Contact: Kathleen Black Curcio
Background and/or Reason for Change Order Request:	Professional Construction Engineering Services, Central Signal System Expansion #3 (Various Locations), Section 19-DCCSS-03-TL. No change in contract encumbrance. Extend contract expiration date to May 31, 2025, and last invoice date to May 31, 2026.		
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	\$741,407.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$741,407.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$741,407.00
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

- Increase (greater than 29 days) contract expiration from: Jun 30, 2024 to: May 31, 2025
- Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source _____
- OTHER - explain below:

kbc	6892	May 28, 2024	WCE	6890	5/28/2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date

REVIEWED BY (Initials Only)			
Buyer	Date	Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date