

TC/COMARK

Consent
DOT 9/2
CB 9/9Agc
2/8**Request for Change Order****Procurement Services Division**

Attach copies of all prior Change Orders

Date: Aug 21, 2025

MinuteTraq (IQM2) ID #:

Purchase Order #: 7033-1-SERV	Original Purchase Order Date: May 12, 2024	Change Order #: 2	Department: Division of Transportation
Vendor Name: Northern Contracting		Vendor #: 30616	Dept Contact: Kathleen Black Curcio
Background and/or Reason for Change Order Request:	Contract purchase order to furnish, deliver, repair and install guardrails throughout DuPage County. Expiration Date: May 11, 2025. 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	\$50,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$50,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$17,803.00)
E	New contract amount (C + D)	\$32,197.00
F	Percent of current contract value this Change Order represents (D / C)	-35.61%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-35.61%
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 type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____	
<input type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input type="checkbox"/> OTHER - explain below:	

kbc	6892	Aug 21, 2025	<i>SMT</i>	6910	8/21/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date	8/26/2025	
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		