



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Oct 16, 2023

MinuteTraq (IQM2) ID #: 22274

Purchase Order #: 3176-0001SERV	Original Purchase Order Date: Apr 11, 2018	Change Order #: 4	Department: Stormwater Management
Vendor Name: Earthwerks Land Improvement & Development Corporation, Inc.	Vendor #: 11452	Dept Contact: Jamie Lock	
Background and/or Reason for Change Order Request:	Time Extension - A time extension is necessary in order to allow more time for the vegetation establishment project. This requirement must be met prior to completion as a condition of the permits received for the project.		
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	\$2,452,982.80
B	Net \$ change for previous Change Orders	\$197,017.20
C	Current contract amount (A + B)	\$2,650,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$0.00
E	New contract amount (C + D)	\$2,650,000.00
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)	8.03%
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: Nov 30, 2023 to: Nov 30, 2025	
<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:	

JCL	6705	Oct 16, 2023		6676	10.17.23
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		