

DN

Consent
DOT 10/15
OB 10/22

18
kbe



Request for Change Order

Procurement Services Division
Attach copies of all prior Change Orders

Date: Sep 30, 2024

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 4229-1-SERV	Original Purchase Order Date: Nov 13, 2019	Change Order #: 5	Department: Division of Transportation
Vendor Name: HR Green, Inc.		Vendor #: 13235	Dept Contact: Kathleen Black Curcio
Background and/or Reason for Change Order Request:	Professional Various Preliminary/Design Engineering Services, Section# 20-DEENG-03-EG. Extend contract expiration date to October 31, 2026 and last invoice allowed date to June 30, 2027. No change in contract encumbrance.		
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	\$400,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$400,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$400,000.00
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)	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: Nov 30, 2024 to: Oct 31, 2026

Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source _____

OTHER - explain below: _____

kbc	6892	Sep 30, 2024	<i>SMT</i>	6910	10/2/24
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	Date	Chairman's Office	Date		
(Decision Memos Over \$25,000)		(Decision Memos Over \$25,000)			