

AS 11/21  
FI+CB 11/28



**Request for Change Order**

**Procurement Services Division**

Attach copies of all prior Change Orders

Date: Nov 28, 2023

MinuteTraq (IQM2) ID #: IQM2# 23566

<b>Purchase Order #:</b> 5853-0001 SERV	<b>Original Purchase Order Date:</b> May 24, 2022	<b>Change Order #:</b> 4	<b>Department:</b> Animal Services
<b>Vendor Name:</b> RWE Design Build		<b>Vendor #:</b> 21914	<b>Dept Contact:</b> Tim Harbaugh
<b>Background and/or Reason for Change Order Request:</b>	Change order to add the following Scope of Work, including additional low voltage, access control, security, surveillance cameras, infrastructure for future solar panels and future electric vehicle charging stations for public and municipal use, switchgear and infrastructure for a new transformer and electrical services, and replace the existing roof with a standing seam roof, as further identified in Exhibits 1 & 2 of the revised project budget.		
Add new line: FY25 Budget code 1100-1300-54010 \$2,488,898			
<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	\$10,967,013.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$10,967,013.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$2,488,898.00
E	New contract amount (C + D)	\$13,455,911.00
F	Percent of current contract value this Change Order represents (D / C)	22.69%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	22.69%

**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: Nov 30, 2025
- Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount  Funding Source Animal Services
- OTHER - explain below:

\_\_\_\_\_

caf	5665	Nov 1, 2023	<i>HKA</i>	2806	11/2/2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer	Date	<i>afed</i>	Procurement Officer	Date	11/15/23
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date	Date	