



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** November 4, 2019  
**MEMO TO:** Jessica Vealitzek, Chair  
Operations Committee  
Terry Wilke, Chair  
Finance Committee  
**FROM:** James L. Anderson  
Director of Natural Resources

**RECOMMENDATION:** Approve Change Order No. 1 to the Contract with Witness Tree Native Landscapes, Inc. for the Deer Management Program Vegetation Sampling, increasing the Contract Amount by \$3,020.00.

**STRATEGIC DIRECTION SUPPORTED:** Conservation

**FINANCIAL DATA:** This project was approved as part of the adopted FY 2018/2019 Budget. The Change Order will be charged to the Land Development Fund, account 27644000-709000, and will increase the contract amount by \$3,020.00 for a total Contract Price of \$18,020.00.

**BACKGROUND:** This project includes vegetation sampling and data entry work for the District's Deer Management Program. This change order includes an additional \$3,020.00 to compensate Witness Tree Native Landscapes Inc. for additional data entry services.

**REVIEW BY OTHERS:** Chief Operations Officer, Director of Finance, Purchasing Manager, Corporate Counsel.

**COMMITTEE MOTION:**

Motion to approve Change Order No. 1 to the Contract with Witness Tree Native Landscapes, Inc., for the Deer Management Program Vegetation Sampling in substantially the form attached hereto, for the following reasons:

- a. The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed.
- b. The Change Order is germane to the original Contract, as signed; and
- c. The Change Order is in the best interest of the District.

**APPROVED:**

**OPERATIONS COMMITTEE:**

Date: \_\_\_\_\_  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_\_  
 Voice Vote Majority Ayes; Nays: \_\_\_\_\_

**FINANCE COMMITTEE:**

Date: \_\_\_\_\_  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_\_  
 Voice Vote Majority Ayes; Nays: \_\_\_\_\_



**Lake County Forest Preserve District  
CHANGE ORDER NO. 1**

**Date:** November 7, 2019

**Project No:** 701500-154-937  
**DEER MANAGEMENT PROGRAM  
VEGETATION SAMPLING  
MULTIPLE FOREST PRESERVES**

**Contractor:** **WITNESS TREE NATIVE LANDSCAPES, INC**  
5011 N. California Ave #3  
Chicago, IL 60625

**Original Contract Date:** 10/31/2019

**To the Contractor:** You are hereby authorized to make the following changes, subject to the Contract provisions.

<b>Bulletin No. 1</b>	<b>INCREASE</b>	<b>\$ 3,020.00</b>	<b>20.1%</b>
<b>TOTAL</b>	<b>INCREASE</b>	<b>\$ 3,020.00</b>	<b>20.1%</b>
<b>Original Contract Amount</b>		<b>\$ 15,000.00</b>	
<b>Change Order No. 1</b>	<b>INCREASE</b>	<b>\$ 3,020.00</b>	<b>20.1%</b>
<b>REVISED CONTRACT AMOUNT</b>		<b>\$ 18,020.00</b>	<b>20.1%</b>

**Time Extension:** NONE  
**Other Contracts Affected:** NONE

**Recommended By:**

\_\_\_\_\_  
Director of Natural Resources **DATE:** \_\_\_\_\_

**Approved By:**

Operations Committee \_\_\_\_\_ **DATE:** \_\_\_\_\_

Finance Committee \_\_\_\_\_ **DATE:** \_\_\_\_\_

\_\_\_\_\_  
Executive Director **DATE:** \_\_\_\_\_

**Accepted By:**

\_\_\_\_\_  
Contractor **DATE:** \_\_\_\_\_

**DISTRIBUTION: EXECUTED ORIGINAL:** Purchasing **COPIES:** Project Manager, Contractor  
(Executed Original is:  Hard Copy  E-Copy) *Decrease / No Cost Change /Time Change:* Accounting  
*Increase:* Munis  
**Original PO# 20190589-00**



Lake County Forest Preserve District  
DEER MANAGEMENT PROGRAM VEGETATION SAMPLING  
CHANGE ORDER NO. 1

BULLETIN NO. 1

YOU ARE HEREBY AUTHORIZED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:

THE FOLLOWING ITEMS ARE ADDED TO THE CONTRACT DOCUMENTS:

**Item No. 1:** The contract should be increased by an additional \$3,020.00 to compensate Witness Tree Native Landscapes Inc. for additional data entry services, provided at the hourly rate set forth in the contract.

**Total Increase Item No. 1: \$ 3,020.00**

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**TOTAL CONTRACT INCREASE: \$ 3,020.00**