



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: 11/4/19 Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: 0

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.

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

Time Extension: NONE
Other Contracts Affected: NONE

Recommended By:

 Director of Natural Resources **DATE:** _____

Approved By:

Operations Committee **DATE:** 11-4-19

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

TOTAL CONTRACT INCREASE: \$ 3,020.00