

PW 3/7
CB 3/14



Request for Change Order
Procurement Services Division
 Attach copies of all prior Change Orders

Date: Feb 23, 2023
 MinuteTraq (IQM2) ID #: 23-0972

Purchase Order #: 6163SERV	Original Purchase Order Date: Nov 22, 2022	Change Order #: 2	Department: Public Works
Vendor Name: Currie Motors Frankfort Inc	Vendor #: 12434	Dept Contact: Amy Arlowe	
Background and/or Reason for Change Order Request:	Increase line 1 FY23 2000-2665-54120 \$16,797.00. Increase line 3 FY231600-3000-54120 \$22,496.00. For a new contract total of \$270,594.00. Increase needed for the purchase of a dump body for a 2023 Ford F-550XL truck and two utility bodies for 2023 Ford F-350XL trucks.		
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 \$240,597.00
B	Net \$ change for previous Change Orders (\$9,296.00)
C	Current contract amount (A + B) \$231,301.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease \$39,293.00
E	New contract amount (C + D) \$270,594.00
F	Percent of current contract value this Change Order represents (D / C) 16.99%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) 12.47%

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: _____ to: _____
 Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount
 Funding Source FY23 2000-2665-54120
 OTHER - explain below:

<i>MWA</i>	*6800	2/24/23	<i>MWA</i>	*6800	2/24/23
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
			<i>ALN</i>		
Buyer	Date	Procurement Officer	Date	3/1/23	
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		