

consent
PW 7/11
CB 7/18



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jun 20, 2023

MinuteTraq (IQM2) ID #:

Purchase Order #: 3782-1 SERV	Original Purchase Order Date: Apr 1, 2019	Change Order #: 3	Department: Facilities Management
Vendor Name: Kone Inc	Vendor #: 12101		Dept Contact: Katie Boffa
Background and/or Reason for Change Order Request:	Change order to decrease line 1 \$226,213.81, line 2 \$270.26, line 3 \$192.38, line 4 \$420.15 and close contract.		
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	\$1,998,063.69
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$1,998,063.69
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$227,096.60)
E	New contract amount (C + D)	\$1,770,967.09
F	Percent of current contract value this Change Order represents (D / C)	-11.37%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-11.37%

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 \geq \$2,500.00, or \geq 10%, of current contract amount ☐ Funding Source _____
☐ OTHER - explain below:

KB	5695	Jun 20, 2023	<i>MWK</i>	*6800	6/21/23
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	<i>MCK</i>	Procurement Officer	Date	07/05/2023
Chief Financial Officer (Decision Memos Over \$25,000)	Date		Chairman's Office (Decision Memos Over \$25,000)	Date	