





## Request for Change Order

## **Procurement Services Division**

Attach copies of all prior Change Orders

Date:	Mar 7, 202
MinuteTrag (IOM2) ID #:	

Prepared By (Initials)  Phone Ext  Date  Recommended for Approval (Initials)  Phone Ext  Date  REVIEWED BY (Initials Only)  4/1/2035	Purchase Order	#: 6517-1-SERV Ori	ginal Purchase Jul 12, 2023 ler Date:	Change Order #: 1	Department: Di	vision of Transportation		
and/or Reason for Change Order Request:    Contract was set up as an additional, contingent alternative. Contract expiration date June 30, 2024				athleen Black Curcio				
(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 Country of DuPage and authorized by law.   INCREASE/DECREASE	and/or Reason for Change	pricing, contract was	set up as an additional, co	ntingent alternative. Con	plies on as as-nee tract expiration o	eded basis. Per co-op date June 30, 2024		
(a) The change is germane to the original contract as signed.   (a) The best interest for the County of DuPage and authorized by law.   INCREASE/DECREASE	IN ACCORDANCE WITH 720 ILCS 5/33E-9							
C(2) Is in the best interest for the County of DuPage and authorized by law.    INCREASE/DECREASE	(A) Were not reasonably foreseeable at the time the contract was signed.							
INCREASE/DECREASE   \$29,900.00	(B) The chang	e is germane to the orig	inal contract as signed.					
A Starting contract value \$29,900.00  B Net 5 change for previous Change Orders  C Current contract amount (A + B) \$29,900.00  D Amount of this Change Order   Increase Decrease (529,900.00)  E New contract amount (C + D) \$0.00  F Percent of current contract value this Change Order represents (D / C) -100.00%  G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) -100.00%  DECISION MEMO NOT REQUIRED  Cancel entire order   Close Contract   Contract Extension (29 days)   Consent Only to:  Increase/Decrease quantity from: to:  Price shows:   should be:  Decrease remaining encumbrance   Increase encumbrance and close contract   Decrease encumbrance   Increase encumbrance and close contract   Decrease encumbrance   Increase encumbrance   OTHER - explain below:    OTHER - explain below:   Phone Ext   Date   Recommended for Approval (Initials)   Phone Ext   Date   Date   Procurement Officer   Date   Chairman's Office   Chai	(C) Is in the be	est interest for the Count	y of DuPage and authorized b	y law.				
B   Net S change for previous Change Orders  C   Current contract amount (A + B)   \$29,900.00  D   Amount of this Change Order   Increase   Decrease   (\$29,900.00)  E   New contract amount (C + D)   \$0,000  F   Percent of current contract value this Change Order represents (D / C)   -100.00%  G   Cumulative percent of all Change Orders (B+D/A); (698 maximum on construction contracts)   -100.00%  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   Increase encumbrance   Decrease encumbrance   Increase encumbrance     and close contract   Decrease encumbrance   Increase encumbrance     Increase (greater than 29 days) contract expiration from:   to:     Increase (greater than 29 days) contract expiration from:   to:     Increase (greater than 29 days) contract expiration from:   to:     Increase ≤ \$2,500.00, or ≥ 10%, of current contract amount   Funding Source     OTHER - explain below:   Phone Ext   Date   Recommended for Approval (Initials)   Phone Ext   Date     REVIEWED BY (Initials Only)   Date   Procurement Officer   Date   Chairman's Office   Chairman's Offi			INCREAS	E/DECREASE				
C Current contract amount (A + B)  D Amount of this Change Order	A Starting cor	ntract value				\$29,900.00		
D Amount of this Change Order   Increase   Decrease   (529,900.00)  E New contract amount (C + D)   \$0.00  F Percent of current contract value this Change Order represents (D / C)   -100.00%  G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)   -100.00%    DECISION MEMO NOT REQUIRED	B Net \$ chang	ge for previous Change (	)rders					
E New contract amount (C + D) \$0.00  F Percent of current contract value this Change Order represents (D / C) -100.00%  G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) -100.00%  PECISION MEMO NOT REQUIRED  Cancel entire order   Close Contract   Contract Extension (29 days)   Consent Only	C Current con	tract amount (A + B)				\$29,900.00		
F Percent of current contract value this Change Order represents (D / C) -100.00%  G Cumulative percent of all Change Orders (8+D/A); (60% maximum on construction contracts) -100.00%  DECISION MEMO NOT REQUIRED  Cancel entire order Close Contract Contract Extension (29 days) Consent Only  Change budget code from:  Increase/Decrease quantity from:  Price shows:  Decrease remaining encumbrance Increase encumbrance and close contract  Decrease remaining encumbrance Increase encumbrance and close contract  DECISION MEMO REQUIRED  Increase (greater than 29 days) contract expiration from:  Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source  OTHER - explain below:    Name of the procurement	D Amount of t	this Change Order	Increase	Decrease		(\$29,900.00)		
G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)  -100.00%    DECISION MEMO NOT REQUIRED	E New contract amount (C + D)				\$0.00			
DECISION MEMO NOT REQUIRED  Cancel entire order	F Percent of c	urrent contract value thi	s Change Order represents (D	/ C)		-100.00%		
Cancel entire order	G Cumulative	percent of all Change O	ders (B+D/A); (60% maximum or	construction contracts)		-100.00%		
Change budget code from: to:    Increase/Decrease quantity from: to:   Price shows: should be:   Decrease remaining encumbrance and close contract   Decrease encumbrance   Increase encumbrance and close contract   Decrease encumbrance   Increase encumbrance			DECISION MEN	IO NOT REQUIRED				
Increase/Decrease quantity from:	Cancel entire order Close Contract Contract Extension (29 days) Consent Only							
Price shows: should be: Decrease remaining encumbrance and close contract   Decrease encumbrance   Increase encumbrance and close contract   Decrease encumbrance   Increase	Change budget code from:							
Price shows: should be: Decrease remaining encumbrance and close contract   Decrease encumbrance   Increase encumbrance and close contract   Decrease encumbrance   Increase	Increase/Decre	ease quantity from:	to:			The second secon		
Decrease remaining encumbrance and close contract Decrease encumbrance and close contract Decrease encumbrance Decrease encumbrance and close contract Decrease encumbrance Increase encumbrance Decrease encumbrance Increase encumbrance Decrease encumbrance Increase encumbrance Decrease encumbrance Decrease encumbrance Increase encumbrance Decrease encumbrance Decrease encumbrance Decrease encumbrance Increase encumbrance Decrease encumbrance Decrease encumbrance Decrease encumbrance Increase encumbrance Decrease encumbrance Decrease encumbrance Increase encumbrance Decrease encumbrance Decrease encumbrance Increase encumbrance Decrease encumbrance Increase encumbrance Incr				_				
Increase (greater than 29 days) contract expiration from:  Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount  Funding Source  OTHER - explain below:    Kbc	Decrease remaining encumbrance Increase encumbrance Decrease encumbrance Increase encumbrance							
Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source  OTHER - explain below:	DECISION MEMO REOUIRED							
Mar 7, 2025 Prepared By (Initials)  REVIEWED BY (Initials Only)  Buyer  Date  Date  Procurement Officer  Chairman's Office	Increase (great	er than 29 days) contrac	t expiration from:	to:	Western Committee of the Committee of th			
Mar 7, 2025 Prepared By (Initials)  REVIEWED BY (Initials Only)  Buyer  Date  Date  Procurement Officer  Chairman's Office	Increase ≥ \$2,5	600.00, or ≥ 10%, of curre	ent contract amount  Fund	ding Source				
kbc 6892 Mar 7, 2025 Suffer Sproyal (Initials) Phone Ext Date Recommended for Approval (Initials) Phone Ext Date  REVIEWED BY (Initials Only)  Buyer Date Procurement Officer Chairman's Office								
Prepared By (Initials)  Phone Ext  Date  Recommended for Approval (Initials)  REVIEWED BY (Initials Only)  Date  Date  Chairman's Office								
Prepared By (Initials)  Phone Ext  Date  Recommended for Approval (Initials)  REVIEWED BY (Initials Only)  Date  Date  Chairman's Office		20.000 00.00000000000000000000000000000						
Prepared By (Initials)  Phone Ext  Date  Recommended for Approval (Initials)  REVIEWED BY (Initials Only)  Date  Date  Chief Financial Officer  Date  Date  Chairman's Office				0				
Buyer Date Procurement Officer Chairman's Office	kbc			8117		3/25/25		
Buyer Date Procurement Officer Date  Chief Financial Officer Chairman's Office	Prepared By (Initial	s) Phone	Ext Date	Recommended for Approva	ıl (Initials) Phone	Ext Date /		
Chief Financial Officer Chairman's Office	REVIEWED BY (Initials Only)							
Chief Financial Officer Chairman's Office						11/2		
Chief Financial Officer Chairman's Office	Buyer		Date	Procurement Officer		Date/		
	Chief Einancial Off:	cor		Chairmania Office				
			Date		5,000)	Date		