PW 4/18
CB 4/25

Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Mar 29, 2023

MinuteTraq (IQM2) ID #: 23708

Purchase Order #: 5900-1 SERV	**Original Purchase Order Date:** July 1, 2022	**Change Order #:** 3	**Department:** Facilities Management
Vendor Name: Kone Inc		**Vendor #:** 12101	**Dept Contact:** Cathie Figlewski

Background and/or Reason for Change Order Request:

Original purchase order issued to Kone, Inc., to provide elevator and escalator maintenance and repair services. Add the following Scope of Work, to install Smart 3D Microwave Radar Elevator Sensor and Door Protection Systems, which are additional safety components on the elevators at the Du Page Care Center and Du Page County Jail & Sheriff's office, and to increase the contract in the amount of $139,715.00.

Add new line $139,715; coding 6000-1220-54010-2301600-54010

IN ACCORDANCE WITH 720 ILCS 5/33E-9

- [x] (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	$3,424,330.48
B	Net $ change for previous Change Orders	$0.00
C	Current contract amount (A + B)	$3,424,330.48
D	Amount of this Change Order [x] Increase [ ] Decrease	$139,715.00
E	New contract amount (C + D)	$3,564,045.48
F	Percent of current contract value this Change Order represents (D / C)	4.08%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	4.08%

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: ______
- [x] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount [x] Funding Source 6000-1220-54010
- [ ] OTHER - explain below:

CF	5665	Mar 29, 2023	Signature on file	x6900	4/2/23
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date

REVIEWED BY (Initials Only)

		MCH	4/5/23
Buyer	Date	Procurement Officer	Date
Chief Financial Officer (Decision Memos Over $25,000)	Date	Chairman's Office (Decision Memos Over $25,000)	Date