

PW 10/1
 FI + CB 10/8



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

Date: Sep 19, 2024
 MinuteTraq (IQM2) ID #: 24-2562

Purchase Order #: 6571-0001 SERV	Original Purchase Order Date: Aug 28, 2024	Change Order #: 8	Department: Facilities Management
Vendor Name: Fox Valley Fire & Safety Company, Inc.		Vendor #: 11067	Dept Contact: Cathie Figlewski

Background and/or Reason for Change Order Request: Second Amendment to County Contract 6571-0001 SERV, issued to Fox Valley Fire & Safety, for preventative maintenance, testing and repair of the Non-Edwards System Technology Fire Alarm and Life Safety Systems for 5-year hydrostatic testing and repairs on campus, for Facilities Management, for a change order to increase the contract in the amount of \$16,260 (\$15,000 Facilities Management and \$1,260 DOT), taking the amended contract amount of \$93,250 and resulting in an amended contract amount not to exceed \$109,510, an increase of 17.44%. Increase line 6 \$15,000 and increase line 8 \$1,260.

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	\$73,250.00
B	Net \$ change for previous Change Orders	\$20,000.00
C	Current contract amount (A + B)	\$93,250.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$16,260.00
E	New contract amount (C + D)	\$109,510.00
F	Percent of current contract value this Change Order represents (D / C)	17.44%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	49.50%

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 1000-1100 & 1500-3510
- OTHER - explain below:

cf	5665	Sep 19, 2024	Signature on File
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials) Phone Ext Date

REVIEWED BY (Initials Only)

Buyer	Date	8	Date 9/24/2024
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date