

Consent
PW 8/15
CB 8/22



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jul 20, 2023

MinuteTraq (IQM2) ID #: 23-2543

Purchase Order #: 5832-1 SERV	Original Purchase Order Date: Apr 20, 2022	Change Order #: 1	Department: Facilities Management
Vendor Name: Hobart/ITW Food Equip Group		Vendor #: 19211	Dept Contact: Katie Boffa
Background and/or Reason for Change Order Request: Change order to contract for kitchen repair services to decrease line 1 \$8,870.94, line 3 \$9,700.98 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 \$25,000.00
B	Net \$ change for previous Change Orders \$0.00
C	Current contract amount (A + B) \$25,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease (\$18,571.92)
E	New contract amount (C + D) \$6,428.08
F	Percent of current contract value this Change Order represents (D / C) -74.29%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) -74.29%

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 _____
- OTHER - explain below:

KB	5695	Jul 20, 2023	<i>Fi MWA</i>	x 6800	7/26/23
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	<i>MCA</i>		Procurement Officer	Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	8/2/23		Chairman's Office (Decision Memos Over \$25,000)	Date