

Parent

Consent
DOT 4/15
OB 4/22

kbc



Request for Change Order

Procurement Services Division
Attach copies of all prior Change Orders

Date: Mar 11, 2025

MinuteTraq (IQM2) ID #:

Purchase Order #: 6440-1-SERV	Original Purchase Order Date: May 14, 2023	Change Order #: 1	Department: Division of Transportation
Vendor Name: Altorfer Industries, Inc.		Vendor #: 30492	Dept Contact: Kathleen Black Curcio
Background and/or Reason for Change Order Request:	Contract purchase order to furnish & deliver caterpillar replacement parts, service and sublet labor for DOT Fleet. Exp. date 05/31/24. Decrease remaining encumbrance 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	\$30,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$30,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$14,885.55)
E	New contract amount (C + D)	\$15,114.45
F	Percent of current contract value this Change Order represents (D / C)	-49.62%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-49.62%

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:

kbc	6892	Mar 11, 2025	<u>S.M.T</u>	6910	3/25/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		