

Consent
HS 8/15
CB 8/22



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jul 25, 2023

MinuteTraq (IQM2) ID #: 23-2590

Purchase Order #: 6330-0001 SERV	Original Purchase Order Date: Mar 1, 2023	Change Order #: 1	Department: DuPage Care Center
Vendor Name: Fox River Foods dba Performance Foodservice Chicago		Vendor #: 38749	Dept Contact: Mario Plata

Background and/or Reason for Change Order Request: Secondary Food Supplier and Chemicals, for the DuPage Care Center, for the period March 1, 2023 through February 29, 2024.
 Decrease line 2, 1200-2025-52210, in the amount of \$20,000.00
 Decrease line 3, 1200-2100-52210, in the amount of \$12,000.00
 Decrease line 4, 5000-2115-52200-ARPA230229, in the amount of \$3,000.00
 Decrease line 5, 1100-1215-52200, in the amount of \$4,188.92 - NOTE: This decrease will allow for Sysco Chicago, Inc. Change Order to be increased, with no increase to Budget

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	\$122,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$122,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$39,188.92)
E	New contract amount (C + D)	\$82,811.08
F	Percent of current contract value this Change Order represents (D / C)	-32.12%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-32.12%

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:

cdk	4208	Jul 25, 2023		Jul 25, 2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext Date

REVIEWED BY (Initials Only)

Buyer	Date	<i>MCA</i> Procurement Officer	8/2/23 Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date