

Consent
JPS 811
CB 818



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jun 7, 2023

MinuteTraq (IQM2) ID #: 23-2336

Purchase Order #: 5579-0001 SERV	Original Purchase Order Date: Dec 30, 2021	Change Order #: 1	Department: Sheriff's Department
Vendor Name: Ray O'Herron Company, Inc.		Vendor #: 11145	Dept Contact: C. Zbilski
Background and/or Reason for Change Order Request:	PO expired. Decrease Purchase Order and Close PO.		
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 \$225,000.00
B	Net \$ change for previous Change Orders \$0.00
C	Current contract amount (A + B) \$225,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease (\$25,826.26)
E	New contract amount (C + D) \$199,173.74
F	Percent of current contract value this Change Order represents (D / C) -11.48%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) -11.48%
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:

BJP	Jun 7, 2023	CZ	2122
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)
REVIEWED BY (Initials Only)			
Buyer	Date	<i>MCB</i> Procurement Officer	Jul 6, 2023 Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date