

FI + CB 11/9



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

Date: Dec 27, 2023
 MinuteTraq (IQM2) ID #: 24-0251

Purchase Order #: 6499	Original Purchase Order Date: Aug 1, 2023	Change Order #: 2	Department: Human Resources
Vendor Name: Ceridian HCM, Inc.		Vendor #: 41892	Dept Contact: MarGaret Mason-Ewing
Background and/or Reason for Change Order Request: To add Dayforce Touch and Tuff Clocks to the contract, increase purchase order by \$248,820.00. Add line 7 - Dayforce Touch & Tuff Clocks (FY24) by \$49,764.00 Budget Code 6000-1225-54100, add line 8- Dayforce Touch & Tuff Clocks (FY25) by \$49,764.00 Budget Code 1000-1120-54100, add line 9 - Dayforce Touch & Tuff Clocks (FY26) by \$49,764.00 Budget Code 1000-1120-54100, add line 10 - Dayforce Touch & Tuff Clocks (FY27) by \$49,764.00 Budget Code 1000-1120-54100, and add line 11 - Dayforce Touch & Tuff Clocks (FY28) by \$49,764.00 Budget Code 1000-1120-54100. New contract total not to exceed \$2,181,155.50.			
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	\$1,932,335.50
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$1,932,335.50
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$248,820.00
E	New contract amount (C + D)	\$2,181,155.50
F	Percent of current contract value this Change Order represents (D / C)	12.88%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	12.88%

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: _____

JS Prepared By (Initials)	6251 Phone Ext	Jan 3, 2024 Date	M. M-E Recommended for Approval (Initials)	6300 Phone Ext	Jan 3, 2024 Date
REVIEWED BY (Initials Only)					
Buyer		Date		MCM (Capitalized per 6A5881) Procurement Officer	
Chief Financial Officer (Decision Memos Over \$25,000)		Date		Chairman's Office (Decision Memos Over \$25,000)	
		Date		Date	

CERIDIAN

ORDER FORM

Client Order No.: Q-171991
Generation Date: December 14, 2023
Offer Expiration: December 22, 2023
Territory: United States
Currency: USD

Client Information			
Client Name DuPage County the "Client"			
Service Contact Valerie Calvente	Phone No. 6304006922	e-mail valerie.calvente@dupageco.org	
Billing Street Address 421 N. County Farm Road	City Wheaton	State/Province IL	Zip/Postal Code 60187

Hardware Fees	Frequency	Product Type	Unit of Measure	Unit Price	Quantity	Price
Dayforce Touch Clock w/ HID Proximity Reader (subscription)	Monthly	Hardware - Subscription	Each	\$110.00	26	\$2,860.00
Dayforce Tuff Clock with Proximity Reader (subscription)	Monthly	Hardware - Subscription	Each	\$143.00	9	\$1,287.00

Summary of Estimated Annual Totals	Total
Estimated Total Recurring Fees	\$49,764.00
Estimated Total One Time Fees	\$0.00

Prices are exclusive of all Taxes. Goods and/or materials, if any, shipped Delivered At Place (DAP).

This Order Form is entered into between Client and the Ceridian entity that has signed below, and is governed by the terms of the Master Services Agreement already in effect between Client and Ceridian, as amended (the "MSA"). Capitalized terms used and not otherwise defined in the Order Form, SOW(s), or any document found at <https://clientcontractportal.ceridian.com> have the meaning set forth in the MSA. (References in such prior MSA to "Service Exhibit" and/or "Pricing Schedule", if applicable, shall be read as "Service Particulars" and "Order Form", respectively, mutatis mutandis. The definitions of "Territory" and "Service Term" in such prior MSA shall be read as the "Territory" as stated in this Order Form and Client's remaining Service Term or Extended Term, as applicable).

In addition to the Fees set forth herein, Client will be charged for ad hoc/ancillary Fees as applicable in accordance with the applicable Rate Sheet. Ceridian may change and/or expand the list of items and/or rate of such items from time to time by publishing a new Rate Sheet on the above site, and such changes shall apply to the Client effective the date of such change.

Client acknowledges having read and understood all terms of the Order Form, MSA, Service Particulars and, if applicable, SOW and Rate Sheet, all of which form an integral part of the Agreement between Ceridian and Client.

Ceridian Services LLC.

Per:

Printed Name:

Title:

Date:

I have the authority to bind the corporation

DuPage County

Per:

Printed Name:

Title:

Date:

I have the authority to bind the corporation/partnership