

**Request for Change Order****Procurement Services Division**

Attach copies of all prior Change Orders

Date: Mar 7, 2025

MinuteTraq (IQM2) ID #:

Purchase Order #: 6070-1-SERV	Original Purchase Order Date: Oct 18, 2022	Change Order #: 4	Department: Division of Transportation
Vendor Name: 72 Hour LLC DBA Chevrolet of Watsonville, National Auto Fleet Group		Vendor #: 24975	Dept Contact: Kathleen Black Curcio
Background and/or Reason for Change Order Request:	Contract purchase order for sixteen (16) Ford Broncos for various DuPage County Depts. Vendor canceled a portion of the order due to extreme supply chain interruption and reduced inventory. Per resolution DT-R-0306C-22, comparable priced vehicles were purchased. Decrease remaining encumbrance and close contract. Decrease Probation LN8 (6000-1161-54120-6100) \$202,925.28 Decrease Children's Center LN10 (6000-1161-54120-6510) \$135,283.52 Decrease DOT LN11 (1500-3510-54120) \$33,820.88		
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	\$541,134.08
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$541,134.08
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$372,029.68)
E	New contract amount (C + D)	\$169,104.40
F	Percent of current contract value this Change Order represents (D / C)	-68.75%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-68.75%
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	
<input type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____	
<input type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input type="checkbox"/> OTHER - explain below:	

kbc	6892	Mar 7, 2025	<i>8/15/7</i>	6910	3/17/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
			<i>[Signature]</i>		
Buyer	Date	Procurement Officer	Date	<i>3/21/2025</i>	
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		