

Consent
JPS 8/16
CB 8/13



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

Date: Jul 15, 2024
MinuteTraq (IQM2) ID #: 24-2095

Purchase Order #: 4319	Original Purchase Order Date: Dec 12, 2019	Change Order #: 5	Department: OHSEM/SECURITY
Vendor Name: UNIVERSAL PROTECTION SVC LP		Vendor #: 26099	Dept Contact: Craig Dieckman
Background and/or Reason for Change Order Request:	CLOSE PO. Contract has expired (02/28/2023). Decrease PO by (\$42,331.84) 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	\$2,769,721.45
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$2,769,721.45
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$42,331.84)
E	New contract amount (C + D)	\$2,727,389.61
F	Percent of current contract value this Change Order represents (D / C)	-1.53%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-1.53%

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:

HTK	6138	Jul 15, 2024		2916	7/22/2024
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	7/29/2024	