



Oct 27, 2025

MinuteTraq (IQM2) ID #:

25-2660

Purchase Order #: 6953-0001 SERV Original Purchase Order Date: Original Purchase Mar 20, 2024		Change Order #: 4	Department: Facilities Management
Vendor Name: Carbon Day		Vendor #: 14176	Dept Contact: Cathie Figlewski
Background and/or Reason for Change Order Request: Second Amendment to Contract 6953-0001 SERV issued to Carbon Day EV Charging, to furnish, deliver, and install two (2) ChargePoint electric vehicle charging stations, for the County campus, for Facilities Management, for a change order to extend the contract to May 31, 2026, no change in contract amount.			
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			\$29,754.00
B Net \$ change for previous Change Orders			\$0.00
C Current contract amount (A	\$29,754.00		
D Amount of this Change Ord	\$0.00		
E New contract amount (C +	\$29,754.00		
F Percent of current contract value this Change Order represents (D / C)			0.00%
G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)			0.00%
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: May 17, 2025 to: Nov 30, 2025			
Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source			
OTHER - explain below:			
CF	5665 Oct 27, 2025	18	
Prepared By (Initials)	Phone Ext Date	Recommended for Approve	al (Initials) Phone Ext Date
REVIEWED BY (Initials Only)			
Buyer	Date	Procurement Officer	11/13/2025 Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$2	5,000) Date