

1/21 Comm

Consent
PW 1/21
CB 1/28



Request for Change Order

Procurement Services Division
Attach copies of all prior Change Orders

Date: Dec 30, 2024
MinuteTraq (IQM2) ID #: N/A

Purchase Order #: 6985SERV	Original Purchase Order Date: Jun 1, 2023	Change Order #: 2	Department: Public Works
Vendor Name: Aquatic Informatics Inc.		Vendor #: 43718	Dept Contact: Drew Cormican
Background and/or Reason for Change Order Request:	Decrease line 1 2000-2555-54100 (\$2,828.74). Decrease line 2 2000-2555-53806 (\$15,472.00). Decrease line 3 2000-2555-53807 (\$3,840.00) 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	\$27,001.74
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$27,001.74
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$22,140.74)
E	New contract amount (C + D)	\$4,861.00
F	Percent of current contract value this Change Order represents (D / C)	-82.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-82.00%
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	
<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:	

<u>DL</u>		<u>12/30/24</u>	<u>Mr</u>		<u>12/30/2024</u>
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
			<u>8</u>		<u>1/6/2025</u>
Buyer		Date	Procurement Officer		Date
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date