



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Consent
DOT 4/15
CB 4/22

Date: Mar 6, 2025

MinuteTraq (IQM2) ID #:

Purchase Order #: 5896-1-SERV	Original Purchase Order Date: Mar 1, 2021	Change Order #: 2	Department: Division of Transportation
Vendor Name: Rush Truck Centers of Illinois, Inc.	Vendor #: 13272	Dept Contact: Kathleen Black Curcio	
Background and/or Reason for Change Order Request:	To furnish & deliver eight (8) Plow Trucks with Snow and Ice Equipment for DOT. Expiration extension to 11/30/25 & change LN1 and LN2 to FY25		
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	\$2,347,562.00
B	Net \$ change for previous Change Orders	\$29,152.00
C	Current contract amount (A + B)	\$2,376,714.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$2,376,714.00
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)	1.24%

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: Nov 30, 2024 to: Nov 30, 2025
- ☐ Increase \geq \$2,500.00, or \geq 10%, of current contract amount ☐ Funding Source _____
- ☐ OTHER - explain below: _____

kbc	6892	Mar 6, 2025	SM7	6910	3/17/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date	3/20/25	
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		