



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Mar 15, 2023

MinuteTraq (IQM2) ID #: 23-1263

Consent
HS 4/4
CB 4/11

Purchase Order #: 441-0001 SERV	Original Purchase Order Date: Jul 10, 2013	Change Order #: 14	Department: DuPage care Center
Vendor Name: CareVoyant, Inc.	Vendor #: 13289	Dept Contact: Shauna Berman	
Background and/or Reason for Change Order Request:	Decrease and close line 1 in the amount of \$450.00 Decrease and close line 3 in the amount of \$66,781.50 Decrease and close line 4 in the amount of \$41,887.50 - CONTRACT HAS EXPIRED		
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	\$442,500.00
B	Net \$ change for previous Change Orders	\$10,034.00
C	Current contract amount (A + B)	\$452,534.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$109,119.00)
E	New contract amount (C + D)	\$343,415.00
F	Percent of current contract value this Change Order represents (D / C)	-24.11%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-22.39%

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 \geq \$2,500.00, or \geq 10%, of current contract amount ☐ Funding Source _____
- ☐ OTHER - explain below:

cdk	4208	Mar 15, 2023		Mar 15, 2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext
REVIEWED BY (Initials Only)				
Buyer	Date	Procurement Officer	Date	3/21/23
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date	