



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Nov 1, 2023

MinuteTraq (IQM2) ID #: 23-3569

Purchase Order #: 5822-0001-SERV	Original Purchase Order Date:	Change Order #:	Department: Sheriff's Office
Vendor Name: LDV, Inc		Vendor #: 39540	Dept Contact: Colleen Zbilski
Background and/or Reason for Change Order Request:	Extend contract from May 9, 2023 to November 30, 2023. No change in contract total.		
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	\$802,667.00
B	Net \$ change for previous Change Orders	\$20,580.00
C	Current contract amount (A + B)	\$823,247.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$823,247.00
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)	2.56%

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 9, 2023 to: Nov 30, 2023

Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source _____

OTHER - explain below:

CZ _____	2122 _____	Nov 1, 2023 _____	CZ _____	2122 _____	Nov 1, 2023 _____
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 _____	Date _____	Chairman's Office _____	Date _____		
(Decision Memos Over \$25,000)		(Decision Memos Over \$25,000)			