*Consent*
*FI + CB 8/8*

# Request for Change Order
**Procurement Services Division**
Attach copies of all prior Change Orders

Date: _____ Aug 1, 2023

MinuteTraq (IQM2) ID #: _____

| Purchase Order #: 6537 | **Original Purchase Order Date:** Jul 18, 2023 | **Change Order #:** 1 | **Department:** TRES |
|---|---|---|---|
| **Vendor Name:** TITAN IMAGE GROUP INC | | **Vendor #:** 11753 | **Dept Contact:** Helen Krengel |
| **Background and/or Reason for Change Order Request:** | Decrease and close PO by $172,920.00 as vendor notified the County that they will not fulfill the 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 | $172,920.00 |
| B | Net $ change for previous Change Orders | $0.00 |
| C | Current contract amount (A + B) | $172,920.00 |
| D | Amount of this Change Order ☐ Increase ☒ Decrease | ($172,920.00) |
| E | New contract amount (C + D) | $0.00 |
| F | Percent of current contract value this Change Order represents (D / C) | -100.00% |
| G | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) | -100.00% |

## 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: _____ to: _____

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

☐ OTHER - explain below:

| NE | 6166 | Aug 1, 2023 | X _HJC_ | 5853 | 8-1-2023 |
|---|---|---|---|---|---|
| Prepared By (Initials) | Phone Ext | Date | Recommended for Approval (Initials) | Phone Ext | Date |

### REVIEWED BY (Initials Only)

| Buyer | Date | _dCf_ Procurement Officer | 8/1/23 Date |
|---|---|---|---|
| Chief Financial Officer (Decision Memos Over $25,000) | Date | Chairman's Office (Decision Memos Over $25,000) | Date |