

Consent
HS 8/15
CB 8/22



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jul 25, 2023

MinuteTraq (IQM2) ID #: 23-2580

Purchase Order #: 5908-0001 SERV	Original Purchase Order Date: Jul 30, 2022	Change Order #: 2	Department: DuPage Care Center
Vendor Name: American Bottling Company dba Keurig Dr. Pepper	Vendor #: 29088	Dept Contact: Mario Plata	

Background and/or Reason for Change Order Request: This contract purchase order is to provide canned, bottled beverages & Fountain, for the DuPage Care Center, and Cafes on County campus, for the period 07/30/22 through 07/29/23.
 Decrease line 1, 1200-2025-52210, in the amount of \$3,600.00 (fy22)
 Decrease line 2, 1200-2100-52210, in the amount of \$8,692.57 (fy22)
 Decrease line 5, 1200-2025-52210, in the amount of \$3,700.00 (fy23)
 Decrease line 6, 1200-2100-52210, in the amount of \$7,307.43 (fy23) - NOTE: this decrease will allow for change order increase to Sysco Chicago, Inc., presented at 08/15/23 HS Committee

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	\$50,900.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$50,900.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$23,300.00)
E	New contract amount (C + D)	\$27,600.00
F	Percent of current contract value this Change Order represents (D / C)	-45.78%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-45.78%

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:

cdk	4208	Jul 25, 2023	Jul 25, 2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials) Phone Ext Date

REVIEWED BY (Initials Only)

Buyer	Date	<i>ALCA</i> Procurement Officer	8/2/23 Date
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date