

consent
FI/CB 6/13



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Jun 2, 2023

MinuteTraq (IQM2) ID #: 23-2017

Purchase Order #: 5474-0001 SERV	Original Purchase Order Date: Dec 1, 2021	Change Order #: 3	Department: Human Resources
Vendor Name: Rock Fusco & Connelly, LLC		Vendor #: 23123	Dept Contact: MarGaret Mason-Ewing
Background and/or Reason for Change Order Request:	Decrease and close contract. All invoices have been paid, contract expired Nov 30, 2022.		
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	\$150,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$150,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$81,524.50)
E	New contract amount (C + D)	\$68,475.50
F	Percent of current contract value this Change Order represents (D / C)	-54.35%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-54.35%

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: _____

45 Prepared By (Initials)	6251 Phone Ext	Jun 2, 2023 Date	None Recommended for Approval (Initials)	6300 Phone Ext	Jun 2, 2023 Date
REVIEWED BY (Initials Only)					
Buyer		Date	Procurement Officer		Date 6/5/23
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date