

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 #: 23-2568

Purchase Order #: 5621-0001 SERV	Original Purchase Order Date: May 1, 2022	Change Order #: 2	Department: Human Resources
Vendor Name: Storino, Ramello & Durkin		Vendor #: 13400	Dept Contact: MarGaret Mason-Ewing
Background and/or Reason for Change Order Request:	Decrease and close contract. All invoices have been paid, contract expired April 30, 2023.		
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	\$0.00
C	Current contract amount (A + B)	\$150,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$88,839.48)
E	New contract amount (C + D)	\$61,160.52
F	Percent of current contract value this Change Order represents (D / C)	-59.23%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-59.23%

DECISION MEMO NOT REQUIRED

- Cancel entire order
- Change budget code from: _____ to: _____
- Increase/Decrease quantity from: _____ to: _____
- Price shows: _____ should be: _____
- Decrease remaining encumbrance and close contract
- Close Contract
- Contract Extension (29 days)
- Consent Only
- 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:

<u>JS</u>	6251	Aug 1, 2023	<u>M. D. E.</u>	6300	Aug 1, 2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	<u>ACA</u>	Procurement Officer	8/1/23
Chief Financial Officer		Date		Chairman's Office	
(Decision Memos Over \$25,000)		Date		(Decision Memos Over \$25,000)	Date