



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Sep 1, 2023

MinuteTraq (IQM2) ID #:

DOT 9/19
FI+CB 9/26

Purchase Order #: 6279-1-SERV	Original Purchase Order Date: Feb 8, 2023	Change Order #: 1	Department: Transportation
Vendor Name: Peterbilt Illinois -Joliet Inc - DBA JX Truck Center		Vendor #: 24920	Dept Contact: Ying Liu Almanza
Background and/or Reason for Change Order Request:	Contract to furnish and deliver Cummins Engine repair and replacement parts for the period 03/01/23 - 02/29/24. Increase contract (FY23 LN1) by \$30,000 to repair unexpected H-84 engine failure for \$22,000.00 and other potential repairs \$8,000.00.		
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	\$29,900.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$29,900.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$30,000.00
E	New contract amount (C + D)	\$59,900.00
F	Percent of current contract value this Change Order represents (D / C)	100.33%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	100.33%

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 100-1500-3520-52250
- ☐ OTHER - explain below:

yla	6911	Sep 1, 2023	CCS	9/13/2023
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Date
REVIEWED BY (Initials Only)				
Buyer	Date	Procurement Officer	Date	9/14/23
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date	