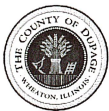


JPS 12/2  
FI+CB 12/9



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Nov 18, 2025

MinuteTraq (IQM2) ID #: 25-2835

|                                                           |                                                                                                        |                        |                                      |
|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------|
| <b>Purchase Order #:</b> 7363-0001-SERV                   | <b>Original Purchase Order Date:</b>                                                                   | <b>Change Order #:</b> | <b>Department:</b> Sheriff's Office  |
| <b>Vendor Name:</b> Streicher's Inc                       |                                                                                                        | <b>Vendor #:</b> 40928 | <b>Dept Contact:</b> Colleen Zbilski |
| <b>Background and/or Reason for Change Order Request:</b> | Increase contract line 1 by \$50,000.00, due to receiving unpaid invoices dating back to February 2025 |                        |                                      |
| <b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>                |                                                                                                        |                        |                                      |

☒ (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                                                                                    | \$165,000.00 |
| B                 | Net \$ change for previous Change Orders                                                                   | \$75,000.00  |
| C                 | Current contract amount (A + B)                                                                            | \$240,000.00 |
| D                 | Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease | \$50,000.00  |
| E                 | New contract amount (C + D)                                                                                | \$290,000.00 |
| F                 | Percent of current contract value this Change Order represents (D / C)                                     | 20.83%       |
| G                 | Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)                   | 75.76%       |

### 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: \_\_\_\_\_

|                                                           |           |                                                     |                                     |           |              |
|-----------------------------------------------------------|-----------|-----------------------------------------------------|-------------------------------------|-----------|--------------|
| CZ                                                        | 2122      | Nov 18, 2025                                        | CZ                                  | 2122      | Nov 18, 2025 |
| Prepared By (Initials)                                    | Phone Ext | Date                                                | Recommended for Approval (Initials) | Phone Ext | Date         |
| <b>REVIEWED BY (Initials Only)</b>                        |           |                                                     |                                     |           |              |
| Buyer                                                     | Date      | Procurement Officer                                 | Date                                |           |              |
| Chief Financial Officer<br>(Decision Memos Over \$25,000) | Date      | Chairman's Office<br>(Decision Memos Over \$25,000) | Date                                |           |              |