

11-P-0011A-24 201104/10B

DOT 11/19
FI+CB 11/26

108
232



Request for Change Order
Procurement Services Division
Attach copies of all prior Change Orders

Date: Nov 5, 2024

MinuteTraq (IQM2) ID #:

Purchase Order #: 6986-1-SERV	Original Purchase Order Date: Apr 1, 2024	Change Order #: 3	Department: Division of Transportation
Vendor Name: Peterbilt Illinois -Joliet Inc - DBA JX Truck Center		Vendor #: 24920	Dept Contact: Kathleen (Black) Curcio
Background and/or Reason for Change Order Request:	Contract to furnish and deliver Cummins Engine repair and replacement parts for the period 04/01/24 - 03/31/25. Increase LN1-FY24-1500-3520-52250 \$25,000.00.		
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	\$60,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$60,000.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$25,000.00
E	New contract amount (C + D)	\$85,000.00
F	Percent of current contract value this Change Order represents (D / C)	41.67%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	41.67%

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:

kbc	6892	Nov 5, 2024	<i>[Signature]</i>	6610	11/5/24
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date	<i>[Signature]</i> 11/12/2024	
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		