



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Feb 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 924025/7298-1	Original Purchase Order Date: Oct 9, 2024	Change Order #: 3	Department: ETSB
Vendor Name: PURVIS Systems Incorporated		Vendor #: 28678	Dept Contact: Eve Kraus
Background and/or Reason for Change Order Request:	Request for approval of Change Order #3 to PURVIS Systems Incorporated PO 924025/7298-1 to upgrade the software on the virtual servers to v4.9 and add a display module and transmitter to each fire station to allow for enhanced functionality of the message boards. Total amount of \$69,280.00, for a new contract amount of \$586,320.00.		
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	\$424,730.00
B	Net \$ change for previous Change Orders	\$92,310.00
C	Current contract amount (A + B)	\$517,040.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$69,280.00
E	New contract amount (C + D)	\$586,320.00
F	Percent of current contract value this Change Order represents (D / C)	13.40%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	38.05%

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 4000-5820-54110
- OTHER - explain below:

ek	630-550-7743	Feb 4, 2025	LMZ	630-878-2509	Feb 4, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		