

Consent
Flt+CB 2/28



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

Date: Feb 13, 2025
 MinuteTraq (IQM2) ID #: _____

Purchase Order #: 6778-0001 SERV	Original Purchase Order Date: Jun 1, 2023	Change Order #: 79	Department: Finance
Vendor Name: Amazon Capital Services		Vendor #: 26753	Dept Contact: Jim Morrissy
Background and/or Reason for Change Order Request: Decrease and Close PO.			
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	806,027.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	806,027.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$573,599.80)
E	New contract amount (C + D)	\$232,427.20
F	Percent of current contract value this Change Order represents (D / C)	-71.16%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-71.16%

DECISION MEMO NOT REQUIRED			
<input type="checkbox"/> Cancel entire order	<input type="checkbox"/> Close Contract	<input type="checkbox"/> Contract Extension (29 days)	<input type="checkbox"/> Consent Only
<input type="checkbox"/> Change budget code from: _____ to: _____			
<input type="checkbox"/> Increase/Decrease quantity from: _____ to: _____			
<input type="checkbox"/> Price shows: _____ should be: _____			
<input checked="" type="checkbox"/> Decrease remaining encumbrance and close contract	<input type="checkbox"/> Increase encumbrance and close contract	<input type="checkbox"/> Decrease encumbrance	<input type="checkbox"/> Increase encumbrance

DECISION MEMO REQUIRED	
<input type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____	<input type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input type="checkbox"/> Funding Source _____
<input type="checkbox"/> OTHER - explain below: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	

JM	6116	Feb 14, 2025	KH	6193	Feb 13, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer _____ Date _____			Procurement Officer Date <u>2/14/2025</u>		
Chief Financial Officer (Decision Memos Over \$25,000) _____ Date _____			Chairman's Office (Decision Memos Over \$25,000) _____ Date _____		