



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Feb 20, 2024

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 922043/6145-1	Original Purchase Order Date: Dec 23, 2022	Change Order #: 3	Department: ETSB
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Vendor Name: Comcast Holdings Corporation dba Comcast Business Communications LLC	Vendor #: 12382	Dept Contact: Eve Kraus
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Background and/or Reason for Change Order Request:	Request for Change Order #3 to Comcast Holdings Corporation dba Comcast Business Communications LLC to reconcile Link Aggregation (LAG) and update the tax jurisdiction from Interstate to Intrastate within the contract. There is no monetary change being made to this contract.
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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	\$1,737,600.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$1,737,600.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$0.00
E	New contract amount (C + D)	\$1,737,600.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	0.00%

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:

Memorialize the addition of LAG and change the tax jurisdiction from Interstate to Intrastate within the contract.

MT	630-550-7743	Feb 20, 2024	LMZ	630-878-2509	Feb 20, 2024
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