



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Mar 6, 2023

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 922020/5866-1	Original Purchase Order Date: Jun 8, 2022	Change Order #: 1	Department: ETSB
Vendor Name: AT&T Inc.		Vendor #: 10008	Dept Contact: Eve Kraus
Background and/or Reason for Change Order Request:	Request for Change Order #1 to AT&T Inc. Purchase Order 922020/5866-1 to complete the Vesta 9-1-1 Call Handling system and Avaya re-configuration within each PSAP to make them independent of each other. The attached pricing schedule MA Reference No: 15369UA, pricing document, and equipment lists will supersede the pricing schedule of the same name dated 20220610-6796 and additional documents of the original award. Total amount of change order: \$106,202.51.		
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	\$4,038,285.38
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$4,038,285.38
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$106,202.51
E	New contract amount (C + D)	\$4,144,487.89
F	Percent of current contract value this Change Order represents (D / C)	2.63%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	2.63%

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 4000-5820-54110/53807-1
- ☐ OTHER - explain below:

ek	630-550-7743	Mar 6, 2023	LMZ	630-878-2509	Mar 6, 2023
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