



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 |