



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Mar 3, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 950906/2018-1	Original Purchase Order Date: Sep 13, 2016	Change Order #: 10	Department: ETSB
Vendor Name: Comcast Holdings Corp dba Comcast Business Communications	Vendor #: 12382		Dept Contact: Eve Kraus

Background and/or Reason for Change Order Request: Change Order #10 to PO 950906/2018-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 12/22/22. No future invoices will be applied towards this contract.

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	\$3,950,328.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$3,950,328.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$444,831.60)
E	New contract amount (C + D)	\$3,505,496.40
F	Percent of current contract value this Change Order represents (D / C)	-11.26%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-11.26%

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:

ek	630-550-7743	Mar 3, 2025	LMZ	630-878-2509	Mar 3, 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



Request for Change Order

Procurement Services Division

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Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 950850/1071-1	Original Purchase Order Date: Jun 1, 2015	Change Order #: 12	Department: ETSB
Vendor Name: DuPage Public Safety Communications		Vendor #: 10461	Dept Contact: Andres Gonzalez

Background and/or Reason for Change Order Request: Change Order #12 to PO 950850/1071-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 12/01/2023. No future invoices will be applied towards this contract.

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	\$1,105,126.00
B	Net \$ change for previous Change Orders	\$458,333.35
C	Current contract amount (A + B)	\$1,563,459.35
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$104,425.00)
E	New contract amount (C + D)	\$1,459,034.35
F	Percent of current contract value this Change Order represents (D / C)	-6.68%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	32.02%

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:

AG	630-450-5734	Mar 4, 2025	LMZ	630-878-2509	Mar 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



Request for Change Order
Procurement Services Division
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Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 917132/2757-1	Original Purchase Order Date: Sep 12, 2017	Change Order #: 8	Department: ETSB
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Vendor Name: Motorola Solutions, Inc.	Vendor #: 10115	Dept Contact: Andres Gonzalez
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Background and/or Reason for Change Order Request: Change Order #8 to PO 917132/2757-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 12/31/2023. No future invoices will be applied towards this contract.

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	\$5,236,443.73
B	Net \$ change for previous Change Orders	\$182,603.47
C	Current contract amount (A + B)	\$5,419,047.20
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$244,819.87)
E	New contract amount (C + D)	\$5,174,227.33
F	Percent of current contract value this Change Order represents (D / C)	-4.52%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-1.19%

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:

AG _____	630-450-5734	Mar 4, 2025	LMZ _____	630-878-2509	Mar 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



Request for Change Order

Procurement Services Division

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Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 922009/6320-1	Original Purchase Order Date: Aug 1, 2022	Change Order #: 3	Department: ETSB
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Vendor Name: Propio LS, LLC	Vendor #: 27781	Dept Contact: Andres Gonzalez
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Background and/or Reason for Change Order Request:	Change Order #3 to PO 922009/6320-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 01/31/2024. No future invoices will be applied towards 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	\$15,632.39
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$15,632.39
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$14,115.94)
E	New contract amount (C + D)	\$1,516.45
F	Percent of current contract value this Change Order represents (D / C)	-90.30%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-90.30%

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:

AG _____	630-450-5734	Mar 4, 2025	LMZ _____	630-878-2509	Mar 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



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

Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 923013/6485-1	Original Purchase Order Date: Jul 1, 2023	Change Order #: 1	Department: ETSB
Vendor Name: Lilly, Michelle Marie DBA Lilly Counseling & Consultation		Vendor #: 37797	Dept Contact: Andres Gonzalez
Background and/or Reason for Change Order Request: Change Order #1 to PO 923013/6485-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 06/30/2024. No future invoices will be applied towards this contract.			
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 \$37,500.00
B	Net \$ change for previous Change Orders \$0.00
C	Current contract amount (A + B) \$37,500.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease (\$29,500.00)
E	New contract amount (C + D) \$8,000.00
F	Percent of current contract value this Change Order represents (D / C) -78.67%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) -78.67%
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	
<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:	

AG _____	630-450-5734	Mar 4, 2025	LMZ _____	630-878-2509	Mar 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



Request for Change Order
Procurement Services Division
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Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 919127/4006-1	Original Purchase Order Date: Sep 1, 2019	Change Order #: 1	Department: ETSB
Vendor Name: Deccan International		Vendor #: 10500	Dept Contact: Andres Gonzalez

Background and/or Reason for Change Order Request: Change Order #1 to PO 919127/4006-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 08/31/2024. No future invoices will be applied towards this contract.

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	\$195,860.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$195,860.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$81,836.00)
E	New contract amount (C + D)	\$114,024.00
F	Percent of current contract value this Change Order represents (D / C)	-41.78%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-41.78%

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:

AG	630-450-5734	Mar 4, 2025	LMZ	630-878-2509	Mar 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



Request for Change Order

Procurement Services Division

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Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 923027/6759-1	Original Purchase Order Date: Dec 1, 2023	Change Order #: 1	Department: ETSB
Vendor Name: CDW Government LLC		Vendor #: 10667	Dept Contact: Andres Gonzalez

Background and/or Reason for Change Order Request:	Change Order #1 to PO 923027/6759-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 12/31/2024. No future invoices will be applied towards 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	\$25,000.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$25,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$18,041.75)
E	New contract amount (C + D)	\$6,958.25
F	Percent of current contract value this Change Order represents (D / C)	-72.17%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-72.17%

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:

AG	630-450-5734	Mar 4, 2025	LMZ	630-878-2509	Mar 4, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date

REVIEWED BY (Initials Only)

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Buyer	Date	Procurement Officer	Date
<hr/>	<hr/>	<hr/>	<hr/>
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date



Request for Change Order

Procurement Services Division

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Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 923028/6771-1	Original Purchase Order Date: Dec 1, 2023	Change Order #: 1	Department: ETSB
Vendor Name: Dell Marketing, LP		Vendor #: 10850	Dept Contact: Andres Gonzalez

Background and/or Reason for Change Order Request: Change Order #1 to PO 923028/6771-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 12/31/2024. No future invoices will be applied towards this contract.

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	\$30,000.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$30,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$21,457.87)
E	New contract amount (C + D)	\$8,542.13
F	Percent of current contract value this Change Order represents (D / C)	-71.53%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-71.53%

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 _____
- OTHER - explain below:

AG	630-450-5734	Mar 4, 2025	LMZ	630-878-2509	Mar 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



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

Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 923029/6739-1	Original Purchase Order Date: Dec 1, 2023	Change Order #: 1	Department: ETSB
Vendor Name: Motorola Solutions, Inc.		Vendor #: 10115	Dept Contact: Andres Gonzalez

Background and/or Reason for Change Order Request: Change Order #1 to PO 923029/6739-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 12/31/2024. No future invoices will be applied towards this contract.

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	\$50,000.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$50,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$13,111.76)
E	New contract amount (C + D)	\$36,888.24
F	Percent of current contract value this Change Order represents (D / C)	-26.22%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-26.22%

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:

AG _____	630-450-5734	Mar 4, 2025	LMZ _____	630-878-2509	Mar 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



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Mar 4, 2025

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 918126/3187-1	Original Purchase Order Date: Apr 10, 2018	Change Order #: 21	Department: ETSB
Vendor Name: PURVIS Systems Incorporated		Vendor #: 28678	Dept Contact: Andres Gonzalez

Background and/or Reason for Change Order Request: Change Order #21 to PO 918126/3187-1 is needed to decrease the encumbrance and close out the contract in the County Finance software, which expired on 10/09/2024. No future invoices will be applied towards this contract.

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	\$3,642,476.80
B	Net \$ change for previous Change Orders	\$955,005.00
C	Current contract amount (A + B)	\$4,597,481.80
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$49,681.26)
E	New contract amount (C + D)	\$4,547,800.54
F	Percent of current contract value this Change Order represents (D / C)	-1.08%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	24.85%

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 _____
- OTHER - explain below:

AG	630-450-5734	Mar 4, 2025	LMZ	630-878-2509	Mar 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