



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

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| User Department: Department of Watershed Management (DWM) | From: Purchasing & Contracting |
| RFP No.: 20-500558 | Title: On Call Soil & Materials Testing, Surveying Services and Structural Analysis |
| Effective Date: July 13, 2021 | Expiration Date: December 31, 2026 |
| Contract APPROVED Amount: \$400,000.00 | Number of Change Orders to Date: 0 |

| Contractor(s) | Contract No. | Agrees to Extend |
|---|---------------------|-------------------------|
| Corporate Environmental Risk Management (CERM) | 1258333 | N/A |
| United Consulting Group LTD | 1258335 | N/A |

User Department Recommendation: Renew Bid Increase Decrease

Funding for Renewal Term: \$356,148.82
 (Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General Enterprise 3 Digit Fund Code 513 SPLOST Category _____
 CIP Line Item No. (if applicable): Various

Justification:

DWM would like to request additional funds on the contract Soil and Material Contract for Corporate Environmental Risk Management (CERM) \$250,000 and United Consulting Group LTD \$50,000 for 1 additional year (contract expiration December 31, 2026). The funding request during the renewal year is \$300,000. These firms provide services such as survey, geotechnical boring, soil sample collection and DWM continues to utilize these services as needed. The total amount of \$356,148.82 (includes amount to be ratified \$56,148.82 for CERM Req. # 3076960 which will come from 513 Renewal & Extension(R&E).

Reginald Wells Digitally signed by Reginald Wells
 Date: 2026.01.09 10:49:07 -05'00'

1/9/26

Department Director Signature

Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:
 Digitally signed by Djuana Herron
 Date: 2026.02.19 09:04:37 -05'00'

2/19/26

Purchasing and Contracting Signature

Date



DeKalb County
GEORGIA

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

| | |
|--|---|
| User Department: Planning & Sustainability (P&S) | From: Purchasing & Contracting |
| RFP No.: 20-500558 | Title: On Call Soil & Materials Testing, Surveying Services and Structural Analysis |
| Effective Date: July 13, 2021 | Expiration Date: December 31, 2026 |
| Contract APPROVED Amount: \$1,841,825.00 | Number of Change Orders to Date: Various |

| Contractor(s) | Contract No. | Agrees to Extend |
|--|--------------|------------------|
| Corporate Environmental Risk Management (CERM) | 1258333 | N/A |
| United Consulting Group LTD | 1258335 | N/A |
| Matrix Engineering Group | 1258332 | N/A |
| ACCURA Engineering & Consulting Services | 1258334 | N/A |

User Department Recommendation: Renew Bid Increase Decrease

Funding for Renewal Term: 80,000
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General Enterprise 3 Digit Fund Code 272 SPLOST Category _____
CIP Line Item No. (if applicable): _____

Justification:

We are requesting additional funds to contract number 1258332 with MATRIX Engineering Group for \$20,000.00, contract number 1258333 with CERM for \$20,000.00, contract number 1258334 with ACCURA Engineering & Consulting Services for \$20,000.00, and contract number 1258335 with United Consulting Group Ltd for \$20,000.00. The work includes reviewing existing documentation, conducting a site visit with intrusive investigation as needed, and producing a sealed report with photos and a clear recommendation regarding demolition based on Section 7.3.3 of the Historic District Design Guidelines.

 _____
Department Director Signature

January 23, 2026
_____ Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Djuana Herron Digitally signed by Djuana Herron
Date: 2026.01.30 16:43:34 -05'00' _____
Purchasing and Contracting Signature

1/30/26
_____ Date