



**DeKalb County**  
**Roads and Drainage Division**  
**Public Works Department**  
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**Deputy Director**

**Chief Executive Officer**

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## MEMORANDUM

April 13, 2021

**TO:** Cathryn G. Horner, CPPB, Chief Procurement Officer, Purchasing & Contracting

**THRU:** Rick Lemke, Public Works Director

**FROM:** Peggy V. Allen, DDPW, Roads and Drainage

**SUBJECT:** Proposed Amendment/Change Order No. 2 to DeKalb County Purchase of Mobile Office Trailers

**Original Contract Term and Dollar Amount:** May 10, 2018 through May 31, 2021 and \$185,728.00

**Previous Changes to the Dollar Amount:** CO No. 1 – Additional \$100,576.00

**Previous Changes to the Term:** None

**Current Cumulative Contract Term and Dollar Amount:** Ends May 31, 2021 and \$2,704,362.75

**Proposed Contract Term and Dollar Amount:** Extend until December 31, 2021 with additional funding of \$101,383.50

**Detailed Description of Requested Changes:** We are requesting to extend contracts and add additional funds to CPA No. 1109393 with McGrath Rentcorp DBA Mobile Modular Management Corporation to secure purchase of office trailer.

**Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid:** PW Roads & Drainage is requesting for authorization to add additional funds to existing contract. Per Facilities Management, our trailers are currently in very bad condition and are irreparable. Currently this contract expires May 31, 2021 but with this extension and funding this gives the County more time to complete the installation of this office trailer.