

**DeKalb County**  
**Department of Purchasing and Contracting**  
**Change Order Request Form**

<b>User Department:</b>	<b>From: Purchasing &amp; Contracting Title:</b>
<b>Cooperative Agreement: Fairfax County, VA</b> <b>Contract No. 4400008194</b>	<b>Safety Shoes</b>
<b>Effective Date: March 14, 2022</b>	<b>Expiration Date: January 31, 2023</b>
<b>Contract APPROVED Amount: \$90,000.00</b>	<b>Number of Renewals to Date: 0</b>

Contractor(s)	Contract No.	Agrees to Extend
SAF-GARD SAFETY SHOES	1284480	N/A

**User Department Recommendation:**      Renew       Bid       Increase       Decrease

Funding for Renewal Term: \$22,000.00  
 (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 100      SPLOST       Category \_\_\_\_\_  
 CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**  
 Facilities Management is requesting to be added to the above contract.

*Clyde D. Howell*

Department Director Signature

*March 17, 2022*

Date

**For Use by Purchasing and Contracting:**      Approve       Deny

**Additional Comments:**

\_\_\_\_\_  
 Purchasing and Contracting Signature

\_\_\_\_\_  
 Date