




DeKalb County

DeKalb County  
Department of Purchasing and Contracting  
Change Order Request Form

<b>User Department:</b> Facilities Management		<b>From:</b> Purchasing & Contracting	
<b>CPA No.:</b> 1380301		<b>Title:</b> Task Order Contract for Minor Construction, (Fulton County Contract No. 23ITB138741K-JAJ(B) [Cooperative Agreement]	
<b>Effective Date:</b> January 1, 2024		<b>Expiration Date:</b> December 31, 2024	
<b>Contract APPROVED Amount:</b> \$ 1,621,934.53		<b>Number of Change Orders to Date:</b> 1	
<b>Contractor(s)</b>		<b>Contract No.</b>	<b>Agrees to Extend</b>
Hawk Construction Company LLC		1380301	Yes
<b>User Department Recommendation:</b> Renew <input type="checkbox"/> Bid <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease <input type="checkbox"/>			
<b>Funding for Renewal Term:</b> <u>\$45,605.10</u> (Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)			
<b>Funding:</b> General <input type="checkbox"/> Enterprise <input type="checkbox"/> 3 Digit Fund Code <u>350</u> SPLOST <input type="checkbox"/> Category _____ CIP Line Item No. (if applicable): <u>X</u>			
Project Name: 3rd Floor Breakroom - 81110.541301.100.01.106854.602878			
<b>Justification:</b> DeKalb County Facilities Management is requesting approval to use Contract Agreement 23ITB138741K-JAJ(B) - Fulton County Task Order Contract for Minor Construction (Hawk Construction Company) for additional funding and term increase through March 31, 2025 for the Maloof 3rd Floor Breakroom Project. The original contract amount approved by the Board of Commissioners did not include any contingency to Hawk Construction in the initial award. Hazardous materials were discovered during demolition that required funds for safe removal and abatement of floor tile, tile mastic and mastic on exterior of hvac ducts and vents. There were also significant design flaws, that were not the fault of the on-call architect, but occurred due to direct guidance and incorrect information provided to the architect by the County. These additional funds are required in order to correct the design issues and complete the project.			
 Department Director		<u>10/2/24</u> Date	
<b>For Use by Purchasing and Contracting:</b>		Approve <input checked="" type="checkbox"/> Deny <input type="checkbox"/>	
Department Director Signature		Date	
<b>Additional Comments:</b>			
<u>Delois Robinson</u> Digitally signed by Delois Robinson Date: 2024.10.21 13:41:33 -04'00'		<u>10/21/24</u> Date	
Purchasing and Contracting Signature		Date	