



Department of Purchasing and Contracting
Change Order Request Form

User Department: DeKalb Peachtree Airport (PDK) **From:** Hunter Hines, C.M.
CPA No.: 1378646 **Title:** Airport Director
Effective Date: 07/10/2024 **Expiration Date:** 07/31/2025 (C.O. #1) 
Contract APPROVED Amount: \$2,231,910.00

Contractor(s)	Contract No.	Amount Spent	
Trinity Electrical Services, Inc.	1378646	\$406,512.00	N/A

Total Amount Spent to Date: \$406,512.00

User Department Recommendation:

Renew ☐

Bid ☐

Justification:

REVISED Change Order No. 2 Justification:

Contract value adjustment - revision to scope of work for the construction of the Airfield Electrical Vault building improvements and the Helipad Lighting upgrade to LED in the amount of \$208,315.85 



Department Director Signature

May 16, 2025

Date

Funding: General ☐ Enterprise ☒

3 Digit Fund Code 551

CIP Line Item No. (if applicable): _____

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Jovan
Hooper

Digitally signed
by Jovan Hooper
Date: 2025.05.22
14:10:34 -04'00'

Purchasing and Contracting Signature

Date

REVISED Change Order No. 2 Justification:

Contract value adjustment - revision to scope of work for the construction of the Airfield Electrical Vault building improvements and the Helipad Lighting upgrade to LED in the amount of \$208,315.85. Because of the additional work, an extension of 153 days to the contract expiration date is being requested. The new contract amount is \$2,440,225.85. The new contract expiration date is December 31, 2025.