



DeKalb County  
GEORGIA

Department of Purchasing and Contracting  
Change Order Request Form

**User Department:** Innovation & Technology

**From:** John Matelski

**CPA No.:** 1070267

**Title:** Purchase of Dell Computers

**Effective Date:** 6/3/2019

**Expiration Date:** 6/2/2021

**Contract APPROVED Amount:** \$7,300,000

Contractor(s)	Contract No.	Amount Spent	
Dell Marketing	1070633	\$6,657,628.86	N/A

**Total Amount Spent to Date:** \$6,657,628.86

**User Department Recommendation:**

Renew

Bid

**Justification:**

Due to COVID-19, our spend with Dell increased drastically. We are still in the process of the Windows 10 replacement, and we would like to add \$1,000,000 to the contract at this time.

**Department Director Signature**

Date & Time: 03 Nov, 2020 10:11:50 EST

**Date**

**Funding:** General  Enterprise

3 Digit Fund Code 100

CIP Line Item No. (if applicable): \_\_\_\_\_

**For Use by Purchasing and Contracting:**

Approve

Deny

**Additional Comments:**

11/03/2020

**Purchasing and Contracting Signature**

**Date**