



DeKalb County  
Department of Purchasing and Contracting  
Change Order Request Form

User Department: Facilities Management	From: Purchasing & Contracting
ITB No. 23-101568	Title: Police Academy Physical Ability Test (PAT) Facility
Effective Date: February 14, 2024	Expiration Date: December 31, 2024
Contract APPROVED Amount: \$550,502.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Diversified Construction of Georgia, Inc	1364984	N/A

User Department Recommendation: Renew ☐ Bid ☐ Increase ☒ Decrease ☐

Funding for Renewal Term: **\$58,916.45**

(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 <sup>364 & 274</sup> SPLOST ☐ Category \_\_\_\_\_  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**

To increase funding in the amount of \$58,916.45 to cover the cost of services provided by the contractor for the completion of work at the Police Academy's PAT Facility. The original contract did not account for an anticipated contingency, which resulted in additional expenses necessary to complete the project. This additional funding is essential to fulfill the financial obligation for the completed services and ensure compliance with contractual agreements.

  
Department Director Signature

3/25/2025

Date

For Use by Purchasing and Contracting: Approve ☐ Deny ☐

**Additional Comments:**

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

\_\_\_\_\_  
Date