



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

<b>User Department: Fire Rescue</b>	<b>From: Purchasing and Contracting Department</b>
	<b>Title: Uniforms for Fire Rescue Services</b>
<b>Effective Date: 12/13/22</b>	<b>Expiration Date: 06/30/25</b>
<b>Contract APPROVED Amount:</b>	<b>Number of Change Orders to Date:</b>

Contractor(s)	Contract No.	Agrees to Extend
Safeguard Printing & Promotional	1315118	Yes
NAFECO	1315134	Yes

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

Funding for Renewal Term: \_\_\_\_\_  
(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 \_270\_\_\_\_\_ SPLOST  Category \_\_\_\_\_  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**

To extend contract 6 months to allow time for process of new ITB 2025-100065. Funding Distribution as follows:  
General Fund (100) - \$40,000.00  
Fire Fund (270) - \$590,000.00

Department Director Signature

4.9.25

Date

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

**Additional Comments:**

**Willie Moon** Digitally signed by Willie Moon  
Date: 2025.06.27 20:43:51  
-04'00'

Purchasing and Contracting Signature

6/27/2025

Date