

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Watershed Management	From: Purchasing and Contracting
ITB/RFP No.: ITB No. 21-101467	Title: Steel Plates (Three (3) Year Multiyear Contract)
Effective Date: 08/11/2022	Expiration Date: 12/31/2025
Contract APPROVED Amount: \$440,000.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No(s).	Amount Spent
LK Transport Expedited, LLC	1298435	\$440,000.00

For Use by User Department:

Enter Recommended Change(s) and a Detailed Justification (please enter requests to extend the contract time/term or increase the contract amount with specific details to include term dates and funding amounts):

The Department of Watershed Management will utilize this contract for the supply of Steel Plates for the Construction and Maintenance (C&M) division. DWM is working with P & C to rebid this service. DWM would like to increase funding and extend the time to match the term of the contract through 12/31/2026.

If an increase to funding is required, provide the following:

Total Amount of Increase: \$ 200,000.00

Funding Source: General ☐ Enterprise ☒ 3 Digit Fund Code: 511

SPLOST Category (if applicable): _____

CIP Line-Item No. (if applicable): _____

Other: _____

Reginald Wells

Digitally signed by Reginald Wells
Date: 2025.05.07 16:16:32 -04'00'

Department Director Signature & Date

For Use by Purchasing and Contracting:

Approved: Yes ☒ No ☐

Additional Comments (if applicable):

**Crystal
Manson**

Digitally signed by Crystal
Manson
Date: 2025.05.12
13:31:36 -04'00'

Purchasing and Contracting Signature

(REVISED)



DeKalb County
Roads and Drainage Division
Public Works Department
Peggy V. Allen, Deputy Director, PW

Chief Executive Officer
Lorraine Cochran-Johnson

Board of Commissioners

District 1
Robert Patrick

District 2
Michelle Long Spears

District 3
Nicole Messiah

District 4
Chakira Johnson

District 5
Mereda Davis Johnson

District 6
Edward "Ted" Terry

District 7
Ladena Bolton

MEMORANDUM

April 16, 2025

TO: Michelle Butler, Chief Procurement Officer | Purchasing & Contracting

THROUGH: Zachary L. Williams, COO
Rick Lemke, Public Works Director

**Richard W.
Lemke**

Digitally signed by Richard W.
Lemke
Date: 2025.04.16 10:50:08
-04'00'

FROM: ✓ Peggy V. Allen, DDPW, Roads and Drainage

SUBJECT: Change Order No. 1 Request to DeKalb County CPA 1298435-LK Transport Expedited, LLC (ITB No. 21-101467, STEEL PLATES (Three (3) Year Multiyear Contract))

Original Contract Term and Dollar Amount: August 11, 2022 through August 31, 2025 and \$440,000.00

Previous Changes to the Dollar Amount: N/A

Previous Changes to the Term: N/A

Current Cumulative Contract Term and Dollar Amount: Expires August 31, 2025 and Total \$440,000.00

Proposed Contract Term and Dollar Amount: Extend Contract Term through December 31, 2026 without additional funding.

Detailed Description of Requested Changes: PW-R&D requests CO #1 Extension through December 31, 2026; and contract cap for R&D remains same as \$140,000.00 for CPA 1298435-LK Transport Expedited, LLC (ITB 21- 101467, Steel Plates). This extension will allow the contractor to continue providing steel plates to secure worksite areas for highway projects and various road repairs on an as-needed basis. DWM also participates in this contract.

cc: Crystal Manson
Reginald D. Wells, Watershed Director
Desmore Joseph
Michele Smith