



DeKalb County
GEORGIA

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Animal Services	From: Purchasing and Contracting
ITB No. Cooperative Agreement	Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services
Effective Date: 2.11.2025 Contract	Expiration Date: 12.31.27
APPROVED Amount: \$2,423,000.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Grainger	2000195	N/A

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

Funding for Renewal Term: 20,000.00
(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 ☒ SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

To add funding for Animal Services to use as needed.

N. Wallen

Digitally signed by N. Wallen
Date: 2026.05.04 12:45:44 -04'00'

Department Director Signature

Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Djuana
Herron

Digitally signed by Djuana
Herron
Date: 2026.06.18
18:20:20 -04'00'

Purchasing and Contracting Signature

Date

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Department of Emergency Management		From: Purchasing and Contracting	
ITB No. Cooperative Agreement		Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services	
Effective Date: 2.11.2025		Expiration Date: 12.31.27	
Contract APPROVED Amount: \$2,423,000.00		Number of Change Orders to Date: 0	

Contractor(s)	Contract No.	Agrees to Extend
Grainger	2000195	N/A

User Department Recommendation:

 Renew ☐

 Bid ☐

 Increase ☒

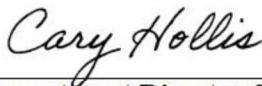
 Decrease ☐

Funding for Renewal Term: 20,000
 (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 _____ SPLOST ☐ Category _____
 CIP Line Item No. (if applicable): _____

Justification:

The Department of Emergency management utilizes this vendor to purchase needed supplies and materials for the operation of its departmental programs and services



Department Director Signature

June 4, 2026

Date

For Use by Purchasing and Contracting:

 Approve ☒

 Deny ☐

Additional Comments:

Djuana Herron

Purchasing and Contracting Signature

Date

Digitally signed by Djuana Herron
Date: 2026.06.18 18:20:55 -04'00'



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Police Services	From: Purchasing and Contracting
ITB No. Cooperative Agreement	Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services
Effective Date: 2.11.2025	Expiration Date: 12.31.27
Contract APPROVED Amount: \$2,423,000.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Grainger	2000195	N/A

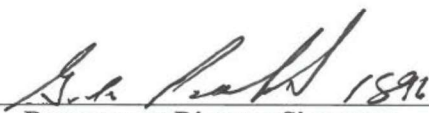
User Department Recommendation: Renew ☐ Bid ☐ Increase ☒ Decrease ☐

Funding for Renewal Term: 100,000.00
(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 274 SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

To add funding for Police Services to use as needed.



Department Director Signature

5-1-26

Date

For Use by Purchasing and Contracting: Approve ☒ Deny ☐

Additional Comments:

Djuana
Herron

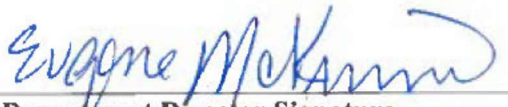
Digitally signed by Djuana
Herron
Date: 2026.06.18
18:21:30 -04'00'

Purchasing and Contracting Signature

Date



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Sanitation and Beautification		From: Purchasing and Contracting	
ITB No. Cooperative Agreement		Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services	
Effective Date: 2.11.2025		Expiration Date: 12.31.27	
Contract APPROVED Amount: \$2,423,000.00		Number of Change Orders to Date: 0	
Contractor(s)		Contract No.	Agrees to Extend
Grainger		2000195	N/A
User Department Recommendation: Renew ☐ Bid ☐ Increase ☒ Decrease ☐			
Funding for Renewal Term: \$80,000.00 (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 _____ SPLOST ☐ Category _____ CIP Line Item No. (if applicable): _____ 541 - General Operating Enterprise, \$35,000.00 272 - Unincorporated Beautification, \$45,000.00			
Justification: Sanitation/Beautification request a change order to increase Grainger contract by an additional \$80,000.00. This amount will be used to purchase operating supplies and materials for the Sanitation Division and Beautification Unit.			
 Department Director Signature		 Date	
For Use by Purchasing and Contracting:		Approve ☒ Deny ☐	
Additional Comments:			
Djuana Herron  Digitally signed by Djuana Herron Date: 2026.06.18 18:22:04 -04'00'		_____ Date	
Purchasing and Contracting Signature			

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department:	From: Purchasing and Contracting	
ITB No. Cooperative Agreement	Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services	
Effective Date: 2.11.2025	Expiration Date: 12.31.27	
Contract APPROVED Amount: \$2,423,000.00	Number of Change Orders to Date: 0	

Contractor(s)	Contract No.	Agrees to Extend
Grainger	2000195	N/A

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

Funding for Renewal Term: ___\$115,000___
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General ☐X Enterprise ☐ 3 Digit Fund Code _____ SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

RPCA recommends to utilize Grainger to purchase maintenance repair and operations supplies, parts, Equipment and materials as needed for the department.

Christopher Bass

Department Director Signature

6/4/26

Date

<u>For Use by Purchasing and Contracting:</u>	Approve ☒	Deny ☐
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Additional Comments:

Djuana Herron

Digitally signed by Djuana Herron
Date: 2026.06.18 18:22:36 -04'00'

Purchasing and Contracting Signature

Date



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Fire Rescue Services		From: Purchasing and Contracting	
ITB No. Cooperative Agreement		Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services	
Effective Date: 2.11.2025		Expiration Date: 12.31.27	
Contract APPROVED Amount: \$2,423,000.00		Number of Change Orders to Date: 0	
Contractor(s)		Contract No.	Agrees to Extend
Grainger		2000195	N/A
User Department Recommendation: Renew ☒ Bid ☐ Increase ☐ Decrease ☐			
Funding for Renewal Term: 150,000.00 (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: The Department of Fire and Emergency Rescue Services utilizes this contract for the purpose of providing equipment, parts, goods, and related needs to its operations, stations, and headquarters.			
 Department Director Signature		05-27-2026 Date	
For Use by Purchasing and Contracting:		Approve ☒ Deny ☐	
Additional Comments: Djuana Herron Digitally signed by Djuana Herron Date: 2026.06.18 18:23:09 -04'00'			
Purchasing and Contracting Signature		Date	



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: E911	From: Purchasing and Contracting
ITB No. Cooperative Agreement	Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services
Effective Date: 2.11.2025	Expiration Date: 12.31.27
Contract APPROVED Amount: \$2,423,000.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Grainger	2000195	N/A

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

Funding for Renewal Term: 20,000.00
(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 215 SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

To add funding for E911 to use as needed.

Carina Swain Digitally signed by Carina Swain
Date: 2026.05.01 15:40:28 -04'00'

Date 5/1/2026

Department Director Signature

For Use by Purchasing and Contracting: Approve ☒ Deny ☐

Additional Comments:

Djuana Herron Digitally signed by Djuana Herron
Date: 2026.06.18 18:23:36 -04'00'

Date

Purchasing and Contracting Signature

User Department:		From: Purchasing and Contracting	
ITB No. Cooperative Agreement		Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services	
Effective Date: 2.11.2025		Expiration Date: 12.31.27	
Contract APPROVED Amount: \$2,423,000.00		Number of Change Orders to Date: 0	

Contractor(s)	Contract No.	Agrees to Extend
Grainger	2000195	N/A

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

Funding for Renewal Term: \$100,000.00
 (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 100 SPLOS ☐ Category _____
 CIP Line Item No. (if applicable): _____

Justification:

Facilities Management is requesting \$100,000 be added to the Grainger contract. This contract is used by our plumbing, electrical, HVAC, carpentry and environmental staff to purchase tools, parts, materials, equipment, and miscellaneous supplies.



Department Director Signature

5/4/2026

Date

For Use by Purchasing and Contracting:	
Approve ☒	Deny ☐

Additional Comments:

Djuana Herron

Digitally signed by Djuana Herron
Date: 2026.06.18 18:24:13 -04'00'

Purchasing and Contracting Signature

Date

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department:	From: Purchasing and Contracting
ITB No. Cooperative Agreement	Title: Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services
Effective Date: 2.11.2025	Expiration Date: 12.31.27
Contract APPROVED Amount: \$2,423,000.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Grainger	2000195	N/A

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

Funding for Renewal Term: 200,000.00
(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 611 ☐ SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

Requesting funds to accommodate various purchases available through this vendor. Purchases include shop supplies, tools, and various specialty items.

Vernetha Halls
Digitally signed by Vernetha Halls
Date: 2026.05.01 16:59:43 -04'00'

05/01/2026

Date

Department Director Signature

For Use by Purchasing and Contracting: Approve ☒ Deny ☐

Additional Comments:

Djuana Herron
Digitally signed by Djuana Herron
Date: 2026.06.18 18:24:43 -04'00'

Purchasing and Contracting Signature

Date



DeKalb County
Department of Purchasing and Contracting
Contract Renewal Request Form

User Department: Department of Watershed Management (DWM)	From: PURCHASING AND CONTRACTING DEPT.
ITB No. OMINA Partners Contract No. 240078-01	Title: Cooperative Agreement for Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and related Services
Effective Date: February 11, 2025	Expiration Date: February 28, 2026
Contract APPROVED Amount: \$2,423,000.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
GRAINGER INDUSTRIAL SUPPLY	2000195	YES

User Department Recommendation: Renew ☒ Bid ☐
Funding for Renewal Term: **\$1,300,000.00**
(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 **511** SPLOST ☐ Category _____
CIP Line-Item No. (if applicable): _____

Justification:

The Department of Watershed Management (DWM) will utilize this contract to purchase Maintenance, Repair and Operation products on an as needed basis. Product categories include:

- Electrical
- HVAC
- Material Handling
- Miscellaneous
- Outdoor Garden & Supplies
- Safety & Security
- Tools
- Cleaning

For Use by Purchasing and Contracting: Approve ☒ Deny ☐
Reginald Wells Digitally signed by Reginald Wells
Date: 2026.02.02 15:35:37 -05'00'

Department Director Signature **Date**

Additional Comments: _____
Djuana Herron Digitally signed by Djuana Herron
Date: 2026.06.18 18:25:12 -04'00'

Purchasing and Contracting Signature **Date**