

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

User Department: Watershed Management	From: Purchasing and Contracting
ITB/RFP No.: 20-101325	Title: Quick Insertion Valves (Three (3) Year Multiyear Contract)
Effective Date: 08/09/2021	Expiration Date: 12/31/2024
Contract APPROVED Amount: \$1,062,649.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No(s).	Amount Spent
F.M. Shelton, Inc.	1256091	\$0.00

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):

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

Total Amount of Increase: \$ _____

Funding Source: General Enterprise 3 Digit Fund Code: _____

SPLOST Category (if applicable): _____

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

Other: _____

Department Director Signature & Date

For Use by Purchasing and Contracting:

Approved: Yes No

Additional Comments (if applicable):

Purchasing and Contracting Signature & Date