



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

<b>User Department:</b> Watershed Management	<b>From:</b> Purchasing and Contracting
<b>ITB/RFP No.:</b> ITB 19-101165	<b>Title:</b> Fire Hydrant Replacements, Repair Parts, and Services (Annual Contract with 2 Options to Renew)
<b>Effective Date:</b> 06/23/2020	<b>Expiration Date:</b> 12/31/2024
<b>Contract APPROVED Amount:</b> \$5,351,930.00	<b>Number of Change Orders to Date:</b> 2

Contractor(s)	Contract No(s).	Amount Spent
Georgia Hydrant Services, Inc	1217791	\$5,001,930.00

**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):

Additional monies requested to cover estimated hydrant replacement and repairs.

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

**Total Amount of Increase:** \$ 1,300,000


**Funding Source:** General Enterprise 3 Digit Fund Code: 513

SPLOST Category (if applicable): \_\_\_\_\_

CIP Line-Item No. (if applicable): 74

Other: \_\_\_\_\_

**David Hayes**

 Digitally signed by David Hayes  
Date: 2024.09.24 10:33:51 -04'00'

**Department Director Signature & Date**

**For Use by Purchasing and Contracting:**

Approved: Yes  No

Additional Comments (if applicable):

**Purchasing and Contracting Signature**

## **Justification for Change Order**

As part of the recommendation to extend the current contract until December 31, 2025, it has become necessary to add additional funds to the contract to ensure continued services through the extended period.

## **Financial Overview:**

- The original contract amount is **\$5,351,193.00**.
- As of now, **\$5,001,930.00** has been encumbered, leaving a balance of **\$350,000**.
- The contractor's average yearly encumbrance is approximately **\$1,160,742.74**.

## **Funding Requirement for Extension:**

Based on the contractor's average yearly expenditure, an additional **\$900,000** is required to cover the contract extension through December 31, 2025. This amount is calculated to ensure continuity of services and accommodate the projected costs for the additional period.

## **Inflation Adjustment:**

In light of inflation and rising operational costs, the contractor has requested a cost adjustment. After review, an additional **\$400,000** is justified to account for these inflationary pressures, bringing the total request for the change order to **\$1.3 million**.

## **Conclusion:**

To ensure uninterrupted service through the contract extension period and address inflationary cost adjustments, it is recommended that an additional **\$1.3 million** be added to the contract. This will ensure the necessary resources are available to fulfill the obligations through December 31, 2025.



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

<b>User Department:</b> Peachtree DeKalb Airport	<b>From:</b> Purchasing and Contracting
<b>ITB/RFP No.:</b> ITB 19-101165	<b>Title:</b> Fire Hydrant Replacements, Repair Parts, and Services (Annual Contract with 2 Options to Renew)
<b>Effective Date:</b> 06/23/2020	<b>Expiration Date:</b> 12/31/2024
<b>Contract APPROVED Amount:</b> \$5,351,930.00	<b>Number of Change Orders to Date:</b> 2

Contractor(s)	Contract No(s).	Amount Spent
Georgia Hydrant Services, Inc	1217791	\$5,001,930.00

**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):

Revision of the contract term is necessary because of the ongoing need for repair and replacement of valves

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

Total Amount of Increase: \$ 20,000.00

Funding Source: General      Enterprise      3 Digit Fund Code: 551

SPLOST Category (if applicable): \_\_\_\_\_

CIP Line-Item No. (if applicable): \_\_\_\_\_

Other: \_\_\_\_\_

**Hunter Hines** Digitally signed by Hunter Hines  
Date: 2024.10.07 08:53:13 -04'00'

**Department Director Signature & Date**

**For Use by Purchasing and Contracting:** Approved: Yes  No

Additional Comments (if applicable):  
 \_\_\_\_\_

**Purchasing and Contracting Signature**

CPA 1217791 - Fire Hydrant Replacement, Repair Parts and Services

Red category ×

Hi Stephanie,

This message is sent on behalf of Ashayla Kenny.

Yes, the Airport agrees to a one year extension for CPA 1217791, Fire Hydrant Replacement, Repair Parts and Service.

Thank you for your wonderful assistance.

Best Regards,

Joyce

Joyce D Foster, CPPO, CPPB  
Procurement Projects Manager  
DeKalb Peachtree Airport  
2000 Airport Road, Suite 212  
Chamblee, GA 30341  
770.936.5440  
770.936.5446 fax  
[jdfoster@dekalbcountyga.gov](mailto:jdfoster@dekalbcountyga.gov)

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**From:** Stephanie R. Dupiton <[srdupiton@dekalbcountyga.gov](mailto:srdupiton@dekalbcountyga.gov)>

**Sent:** Monday, October 14, 2024 3:47 PM

**To:** Kenny, Ashayla C. <[ackenny@dekalbcountyga.gov](mailto:ackenny@dekalbcountyga.gov)>

**Cc:** Hines, C. Hunter <[chhines@dekalbcountyga.gov](mailto:chhines@dekalbcountyga.gov)>; Barnes, Korey <[kbarnes@dekalbcountyga.gov](mailto:kbarnes@dekalbcountyga.gov)>; Creekmore, Crystal <[ccreekmore@dekalbcountyga.gov](mailto:ccreekmore@dekalbcountyga.gov)>; Foster, Joyce <[jdfoster@dekalbcountyga.gov](mailto:jdfoster@dekalbcountyga.gov)>

**Subject:** Re: CPA 1217791 - Fire Hydrant Replacement, Repair Parts and Services

Hello, all —

Please confirm if you agree to the one year extension for CPA 1217791 - Fire Hydrant Replacement, Repair Parts and Services.