



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

**Chief Executive Officer**  
Michael Thurmond  
**Board of Commissioners**

District 1  
Robert Patrick

District 2  
Jeff Rader

District 3  
Larry Johnson

District 4  
Steve Bradshaw

District 5  
Mereda Davis Johnson

District 6  
Edward "Ted" Terry

District 7  
Lorraine Cochran-Johnson

## MEMORANDUM

**October 26, 2022**

**TO:** Michelle Butler, Procurement Manager - CIP,  
Purchasing & Contracting

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

**THRU:** Rick Lemke, Director, Public Works

**SUBJECT:** Proposed Amendment/Change Order No. 1 to DeKalb County  
RFP No. 20-500539 Stormwater Master Plan (365 days)

**Original Contract Term and Dollar Amount:** December 27, 2021 through December 31, 2022  
and \$572,180.00

**Previous Changes to the Dollar Amount:** N/A

**Previous Changes to the Term:** N/A

**Current Cumulative Contract Term and Dollar Amount:** Ends December 31, 2022 and  
\$572,180.00

**Proposed Contract Term and Dollar Amount:** Extend 7 months to July 31, 2023 (CONTRACT  
TERM EXTENSION ONLY).

**Detailed Description of Requested Changes:** We are requesting a contract term extension only with  
no additional funding required for RFP No. 20-500539 for Arcadis U.S., Inc.- CPA 1258006. The  
extension request is due to the initial lag between the initial contract date on December 16, 2021, the  
project kick-off date on February 3, 2022 and the extended time for the initial data collection period.

**Justification for the Proposed Changes and an Explanation of why the County should not  
consider a Competitive Bid:** The extension will allow the contractor time to complete all  
necessary requirements of the contract.

cc: Kyheem Bristol  
Angel Frazier