

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

User Department: Facilities Management	From:
RFP No.: 15-500535	Title: Parking Management Services
Effective Date: September 21, 2015	Expiration Date: December 31, 2020
Contract APPROVED Amount:	Number of Renewals to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Lanier Parking Meter Services, LLC	15-801198	YES

User Department Recommendation:

Funding for Renewal Term: _____
 (Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

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

Justification: Due to COVID-19 economic effects on Trinity and Camp Rd parking revenue, Facilities Management is requesting modification to the existing Lanier Parking Meter Services contract. Requesting to waive the guaranteed vendor payout to DeKalb County Government of \$10,000 per month for March 2020 to the end of the year. However, the vendor will provide the same payout of 58% (Trinity Parking Deck) and 55% (Camp Road Lot) to DeKalb County Government for March 2020 to the end of the year. We are requesting contract be extended for six additional months until the new contract is in place.

 _____ Department Director Signature	 _____ Date
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For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

_____ Purchasing and Contracting Signature	November 17, 2020 _____ Date
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