

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Facilities Management	From: Purchasing & Contracting
RFP No.: 19-500526	Title: Architectural and Engineering Services for the Development of 178 Sams Street
Effective Date: May 12, 2020	Expiration Date: December 31, 2021
Contract APPROVED Amount: \$842,922.00	Number of Renewals to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Stevens & Wilkinson	1210069	Yes

User Department Recommendation: Renew Increase Decrease

Funding for Renewal Term: \$26,155
(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 351 SPLOST Category _____
CIP Line Item No. (if applicable): 80351.541301.351

Justification:

Extension of the contract until March 31, 2022 is requested to complete construction administration services.

There were some design changes to Buildings 1 and 2 after the construction documents were complete and the plans were bid including:

1. Create single-use shower facilities for Men and Women to accommodate cycling commuters.
2. P&S Planning required additional offices
3. Watershed required changes in office/cubicle count and added security monitoring offices.
4. Created build-out to accommodate IT and HR offices for building support as well as Risk Management offices.

The add services for the design revisions amount to: \$26,155.00.

Clyde E. Howell 8/13/21 08/13/2021
Department Director Signature Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Purchasing and Contracting Signature Date