



DeKalb County  
GEORGIA

Department of Purchasing and Contracting  
Change Order Request Form

**User Department:** Department of Innovation and Technology

**From:** Tiffany Davis

**CPA No.:** 1343032

**Title:** Cooperative Agreement for Microsoft Software and Ancillary Services  
SWC 99999-SPD-SPD0000060-0003 [software licenses and technical  
support to cover all existing Microsoft Corporation proprietary products  
used by Cty]

**Effective Date:** 08/30/2023

**Expiration Date:** 12/31/2026

**Contract APPROVED Amount:** \$14,003,559.51

Contractor(s)	Contract No.	Amount Spent	
SHI International Corp	1343032	\$11,360,903.46	N/A

**Total Amount Spent to Date:** \$11,360,903.46

**User Department Recommendation:**

Renew ☒

Bid ☐

**Justification:**

Innovation and Technology is requesting to increase the contract (1343032) amount with SHI International Corp by \$6,229,630.12.



Department Director Signature

July 29, 2025

Date

**Funding:** General ☒ Enterprise ☐

3 Digit Fund Code 100

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

**For Use by Purchasing and Contracting:**

Approve ☒

Deny ☐

**Additional Comments:**

Jovan  
Hooper

Digitally signed by  
Jovan Hooper  
Date: 2025.07.31  
15:22:43 -04'00'

Purchasing and Contracting Signature

Date