

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

User Department: Watershed Management (DWM)	From: Purchasing & Contracting	
ITB No.: 18-101004	Title: Water Meters and Parts (Annual Contract w/2 Options to Renew)	
Effective Date: July 23, 2019	Expiration Date: September 30, 2022	
Contract APPROVED Amount: \$33,968,214.44	Number of Renewals to Date: 2	
Contractor(s)	Contract No.	Agrees to Extend
Kendall Supply, Inc.	1172163	N/a

User Department Recommendation: Renew ☐ Bid ☐ Increase ☒ Decrease ☐

Funding for Renewal Term: \$7,150,000.00
(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 511 SPLOST ☐ Category _____
CIP Line-Item No. (if applicable): _____

Justification:

The Water Meter Commodities Contract is utilized to purchase new water meters in support of the ongoing water meter change out and renewal program happening throughout DeKalb County. The project has grown in productivity and requires a large number of water meters and related parts in order to accomplish the projects objective. There has been a large increase in delivery lead times in order to acquire water meter parts, as well as increased cost of these parts. This has resulted in an increase in funding as a result of longer lead times, increased cost of materials, and the affects of market inflation. The Department of Watershed Management is requesting \$7,150,000.00 which represents a 45% overall increase for the next 6 months of operations. Cost of materials and lead time calculated at 30% and an additional 15% calculation for inflation. This percentage also includes lost demand over the last contract term where materials were not available due to a lack of inventory availability. The contract will be extended through January 2023.

David Hayes Digitally signed by David Hayes
Date: 2022.08.05 14:07:48 -04'00'

Department Director Signature and Date

For Use by Purchasing and Contracting: Approve ☒ Deny ☐

Additional Comments:

Crystal Creekmore Digitally signed by Crystal Creekmore
Date: 2022.08.09 16:00:29 -04'00'

Purchasing and Contracting Signature and Date