

DeKalb County Department of Purchasing and Contracting Change Order Request Form

User Department: Voter Registration & Elections	From: Purchasing an	From: Purchasing and Contracting Department	
CPA No. 1380453	Title: Voting Election Supplies and Materials Expiration Date: December 31, 2025 Number of Change Orders to Date: 1		
Effective Date: June 11, 2024 Contract APPROVED Amount: \$175,000.00			
Contractor(s)	Contract No.	Agrees to Extend	
A. Rifkin Company	1380453	Yes	
User Department Recommendation: Renew	Bid Incre	ease / Decrease	
Funding for Renewal Term: \$50,000			
(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 100 SPLOST Category			
Justification:			
Requesting approval to increase the amount of the exist \$50,000 and extend the contract term to December 31, 2 Registration and Elections (VRE) to continue to engage procurement of VRE election supplies.	2026. This request will allo	ow Dekalh Voter	
This vendor's proven track record in fast, reliable service	e makes them the ideal cho	vice to meet VRE's needs.	
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Muchant 11/17/2025			
Départment Director Signature Date			
For Use by Purchasing and Contracting: A	pprove 🗸	Deny	
	P. P	Jeny	
Additional Comments:			
NATULE - NA Digitally signed by Millio Maco			
Willie Moon Digitally signed by Willie Moon Date: 2025.11.20 16:35:51 -05'00'	11/20/2025		
Purchasing and Contracting Signature	Date		