

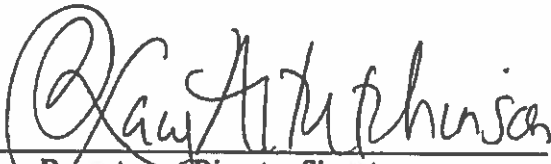
**DeKalb County  
Department of Purchasing and Contracting  
Change Order Request Form**

<b>User Department:</b> PW – Sanitation	<b>From:</b> Tracy A. Hutchinson 33
<b>ITB No.:</b> Cooperative Agreement	<b>Title:</b> Refurbishing Office and Locker Room Bldg
<b>Effective Date:</b> January 23, 2018	<b>Expiration Date:</b> July 20, 2018
<b>Contract APPROVED Amount:</b> \$104,779.80	

Contractor(s)	Contract No.	Amount Spent
Osprey Management, LLC	1104699 SWC-99999-SPD- S20160216-012	\$0.00
<b>Total Amount Spent to Date:</b> \$0.00		

**User Department Recommendation:**

PW-Sanitations is requesting for additional \$10,000.00 to establish contingency fund for the Refurbishing Office and Locker Room Building project, approved by the BOC on January 23, 2018 for an amount not to exceed \$104,779.40. This money will be reserved to cover for unforeseen cost(s) during the renovations period.


  
 Department Director Signature
 
 4/2/18  
 Date

**Funding:** General  Enterprise 
3 Digit Fund Code 542

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

**For Use by Purchasing and Contracting:**      Approve       Deny

**Additional Comments:**

  
 Purchasing and Contracting Signature
 
 4/3/18  
 Date