

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

<b>User Department: Department of Watershed Management (DWM)</b>	<b>From: Purchasing &amp; Contracting</b>
<b>RFP No.: 21-500570</b>	<b>Title: On Call Architect and Engineering Design Services for Facilities Management</b>
<b>Effective Date: May 27, 2022</b>	<b>Expiration Date: December 31, 2026</b>
<b>Contract APPROVED Amount: \$ 2,267,941.36</b>	<b>Number of Change Orders to Date: 2</b>

Contractor(s)	Contract No.	Agrees to Extend
POND & Company	1272818	N/A

**User Department Recommendation:**

Funding for Change Order:   \$265,700  

Funding: General  Enterprise  SPLOST         3 Digit Fund Code   

CIP Line Item No. (if applicable):   

**Justification:**

This request is to add funding for the Department of Watershed Management (DWM) to utilize Contract No. 1272818 (POND & Company) for the design of the Roadhaven Master Plan (Phases 1A & 1B). Awarded to Pond & Company. Amount Not To Exceed: \$265,700.00

 _____ <b>Department Director Signature</b>	<u>  9.6.2023  </u> _____ <b>Date</b>
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**For Use by Purchasing and Contracting:**

Approve                       Deny

**Additional Comments:**

_____ <b>Purchasing and Contracting Signature</b>	_____ <b>Date</b>
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