



DeKalb County  
GEORGIA

Department of Purchasing and Contracting  
Change Order Request Form

**User Department:** Innovation and Technology

**From:** Tiffany Davis

**CPA No.:** 1349754

**Title:** Installation of Data, Voice and  
Multimedia

**Effective Date:** 10/10/2023

**Expiration Date:** 10/31/2026

**Contract APPROVED Amount:** \$1,600,000.00

Contractor(s)	Contract No.	Amount Spent	
RB Communication	1349754	\$1,336,878.78	N/A

**Total Amount Spent to Date:** \$1,336,878.78

**User Department Recommendation:**

Renew

Bid

Justification:

Innovation and Technology is requesting to increase the contract amount by \$500,000.00 with RB Communication (1349754).

*Scott Shelton*

2/9/2026

Department Director Signature

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: 2026.02.25  
13:58:50 -05'00'

Purchasing and Contracting Signature

Date