

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

<b>User Department:</b> Fleet	<b>From:</b> Tammy Shew-Procurement Agent
<b>CPA No.:</b> 1221710	<b>Title:</b> Maintenance, Cleaning & Inspection of Fuel Tanks including Removal, Relocation & Installation (Annual Contract with 2 Options to Renew) (CO No. 1)
<b>Effective Date:</b> 8/11/20	<b>Expiration Date:</b> 8/31/23
<b>Contract APPROVED Amount:</b> \$543,000.00	

Contractor(s)	Contract No.	Amount Spent	
SP Petroleum Transporters		\$424,485.63	

**Total Amount Spent to Date:** \$424,485.63 (as of 5/15/23)

**User Department Recommendation:**  
Fleet Management requesting \$135,000 through contract extension of 11/30/2023. There has been an increased in requirements of State Compliance Inspections and underground storage tank maintenance.

<b>Robert Gordon</b>	Digitally signed by Robert Gordon Date: 2023.05.15 14:41:51 -04'00'
_____ Department Director Signature	_____ Date

**Funding:** General  Enterprise       3 Digit Fund Code   611  

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

<b>For Use by Purchasing and Contracting:</b>	Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>
<b>Additional Comments:</b>		
<i>Phyllis A. Head</i>	05/23/2023	
_____ Purchasing and Contracting Signature	_____ Date	

5/15/2023