



DeKalb County  
GEORGIA

Department of Purchasing and Contracting  
Change Order Request Form

User Department: PW - Sanitation

From: Tracy A. Hutchinson

CPA No.: 1297573

Title: Emergency Purchase for Debris  
Collection Services

Effective Date: 6/9/2022

Expiration Date: 6/30/24

Contract APPROVED Amount: \$3,900,000.00

Contractor(s)	Contract No.	Amount Spent	
Russell Landscape	1297573	\$3,542,500.00	N/A

Total Amount Spent to Date: \$3,542,500.00

**User Department Recommendation:**

Renew

Bid

Justification:

PW - Sanitation would like to request for additional \$1,950,000.00 for the continuation of weekly residential debris collection services on designated routes located at the North Collections Lot. Sanitation is also requesting for the contract to be extended until June 30, 2025.

*Tracy A. Hutchinson*  
Department Director Signature

5/29/24  
Date

Funding: General  Enterprise

3 Digit Fund Code 541 - Sanitation Operating

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

**For Use by Purchasing and Contracting:**

Approve

Deny

Additional Comments:

\_\_\_\_\_  
Purchasing and Contracting Signature

\_\_\_\_\_  
Date