



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

<b>User Department: PW: Transportation</b>	<b>From: Purchasing and Contracting</b>
<b>ITB No.: 24-101640</b>	<b>Title: Pedestrian Crossing on Pleasantdale Road (270 Days)</b>
<b>Effective Date: October 11, 2024</b>	<b>Expiration Date: June 30, 2025</b>
<b>Contract APPROVED Amount: \$469,525.00</b>	<b>Number of Change Orders to Date: 0</b>

<b>Contractor(s)</b>	<b>Contract No.</b>	<b>Agrees to Extend</b>
<b>Reedwick, LLC</b>	<b>1384954</b>	<b>Yes</b>

**User Department Recommendation:** Renew  Bid  Increase  Decrease

Funding for Renewal Term: \_\_\_\_\_  
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General  Enterprise  3 Digit Fund Code \_\_\_\_\_ SPLOST  Category \_\_\_\_\_  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**

A time extension until December 31, 2025 is requested due to delays in receiving equipment ordered for the project. In particular, the mast arms for the pedestrian hybrid beacons have required a long lead time. No increase in contract amount is requested.

Vendor 1: \_\_\_\_\_ \$ \_\_\_\_\_  
Vendor 2: \_\_\_\_\_ \$ \_\_\_\_\_  
Vendor 3: \_\_\_\_\_ \$ \_\_\_\_\_  
Vendor 4: \_\_\_\_\_ \$ \_\_\_\_\_

SPLOST Program Management Coordinator: Ernest Allaughter

SPLOST Approved Funding Amount: \$ No ADDITIONAL FUNDING

SPLOST Category / Description: PREVIOUSLY IDENTIFIED ON ORIGINAL AWARD  
AGENDA: 2024 - 0687

**David Pelton** Digitally signed by David Pelton  
Date: 2025.05.08 12:38:17 -04'00'

5/8/2025

**Department Director Signature**

**Date**

**For Use by Purchasing and Contracting:**

Approve

Deny

**Additional Comments:**

**Willie Moon** Digitally signed by Willie Moon  
Date: 2025.05.19 05:27:19 -04'00'

5/19/25

**Purchasing and Contracting Signature**

**Date**