

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: DWM	From: Purchasing and Contracting
ITB/RFP No.: ITB No. 22-101363	Title: Machine Shop Services (Multiyear Contract)
Effective Date: 1/24/2023	Expiration Date: 12/31/2025
Contract APPROVED Amount: \$6,900,000.00	Number of Change Orders to Date: 0

Contractor(s)	Contract No(s).	Amount Spent
Cole Technology Inc	1266498	\$4,698,402.97

For Use by User Department:

Enter Recommended Change(s) and a Detailed Justification (please enter requests to extend the contract time/term or increase the contract amount with specific details to include term dates and funding amounts):

This contract will be utilized by DWM to provide first class machine shop service work/repair for machinery parts including, but not limited to, the following: Reduction/ Right Angle Gearboxes, Gear shifts, Rotors, Shafts, Grinders, 3" Trash pumps, Wacker Packers, Lathe Machine, Air Compressors, Drilling Machines, Hydraulic Press Machines, Bar Screens and any other associated equipment from any DeKalb County Watershed facilities that require machine shop services. DWM is working with P & C to rebid this service. DWM would like to extend the time to match the term of the contract through 12/31/2026. The department has not incurred the amount of work projected for the contract amount awarded; no additional funding is needed.

If an increase to funding is required, provide the following:

Total Amount of Increase: \$ 0

Funding Source: General ☐ Enterprise ☒ 3 Digit Fund Code: 511

SPLOST Category (if applicable): _____

CIP Line-Item No. (if applicable): _____

Other: _____

Reginald Wells

Digitally signed by Reginald Wells
Date: 2025.09.26 11:25:52 -04'00'

Department Director Signature & Date

For Use by Purchasing and Contracting:

Approved: Yes ☒ No ☐

Additional Comments (if applicable):

**Crystal
Manson**

Digitally signed by Crystal
Manson
Date: 2025.09.30
15:36:21 -04'00'

Purchasing and Contracting Signature