

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: DWM	From: Purchasing and Contracting
ITB/RFP No.: ITB No. 21-101437	Title: Manhole Rings, Covers & Valve Boxes (Three (3) Year Multiyear Contract)
Effective Date: 3/18/2022	Expiration Date: 12/31/2025
Contract APPROVED Amount: \$5,305,500.00	Number of Change Orders to Date: 2

Contractor(s)	Contract No(s).	Amount Spent
Metals and Materials Engineers LLC	1282666	\$3,800,000.00

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 the Department of Watershed Management to adjust and install manhole frame and covers, valve boxes and valve markers as needed. 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; additional funding is needed.

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

Total Amount of Increase: \$ 1,300,000.00
Funding Source: General ☐ Enterprise ☒ 3 Digit Fund Code: 513
SPLOST Category (if applicable): _____
CIP Line-Item No. (if applicable): 34
Other: _____

Reginald Wells

 Digitally signed by Reginald Wells
Date: 2025.10.14 10:57:04 -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: 2025.10.27
10:16:34 -04'00'

Purchasing and Contracting Signature