



DeKalb County  
GEORGIA

Department of Purchasing and Contracting  
Change Order Request Form

**User Department:** Sanitation **From:** Tracy A. Hutchinson

**CPA No.:** 1122508 **Title:** Landfill Professional Engineering & Surveying Services

**Effective Date:** 9/11/18 **Expiration Date:** 2/28/2025

**Contract APPROVED Amount:** \$7,744,461.84

Contractor(s)	Contract No.	Amount Spent	
SCS Engineers	1122508	\$4,935,564.91	N/A

**Total Amount Spent to Date:** \$4,935,564.91

**User Department Recommendation:** Renew  Bid

**Justification:**  
Sanitation requests a CO #4 to increase the contract by an additional \$187,600.00. This amount will cover for the landfills professional engineering and surveying services until April 30, 2025. Please see price quote attached.

*Tracy A. Hutchinson*  
Department Director Signature 2/24/25  
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:**

Jovan Hooper  
Digitally signed by Jovan Hooper  
Date: 2025.03.10 16:05:01 -04'00'

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

**BUDGET ESTIMATE**  
**January - April 2025**  
Landfills Professional Engineering and Surveying Services

DESCRIPTION	ESTIMATED BUDGET
<b>Methane Monitoring Well Replacement - Solid Waste Permit Minor Modification and Report</b>	\$19,250.00
<b>North Transfer Station and Central Lot Trailer LDP, Stormwater and NPDES Permitting and Compliance</b>	\$41,500.00
<b>Financial Assurance, Quarterly Tonnage And Other Solid Waste Permit Reporting in GEOS</b>	\$50,600.00
<b>Leachate Industrial Discharge Permit CAP &amp; Air Permitting and Modification for RFF</b>	\$76,250.00
<b>TOTALS</b>	<b>\$187,600.00</b>