

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

User Department: Beautification Unit

From: Richard Lemke

ITB No.: 15-100576

Title: Rental of Trailers

Effective Date: November 3, 2015

Expiration Date: March 30, 2019

Contract APPROVED Amount: \$464,561.51

Contractor(s)	Contract No.	Amount Spent
Spectrum Building Systems	989165	\$462,021.51

Total Amount Spent to Date: \$462,021.51

User Department Recommendation:

The Department of Beautification is requesting for BOC approval to purchase three used office trailers immediately upon expiration of the current lease contract with Spectrum, March 30, 2019. The trailers are currently located at the 1755 Fairlake Drive, Decatur, GA. Beautification needs these trailers to house the administration staff. It is a cost advantage to purchase the existing trailers versus buying three brand new trailers. Additionally, these trailers are already in place with plumbing, electrical, and IT connections.

Trailer #1 (FSSI 4392)	\$49,879.99
Trailer #2 (FSSI 4393)	\$49,879.99
Trailer #3 (FSSI 4396)	\$49,879.99
Total Purchase Amount	\$149,639.97


Richard Lemke, PW Director

3/13/2019
Date

Funding: General Enterprise 3 Digit Fund Code 272

CIP Line Item No. (if applicable): _____