

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Fleet	From: Tammy Shew-Senior Procurement Agent	
CPA No.: 1236147	Title: Purchase of Gasoline & Diesel Fuel	
Effective Date: January 1, 2020	Expiration Date: December 31, 2024	
Contract APPROVED Amount: \$22,000,000.00		
Contractor	Contract No.	Amount Spent
Mansfield Oil	1236147	\$20,422,583.01

<u>User Department Recommendation:</u>	Renew <u>X</u> Bid <u> </u>
Funding for Renewal Term: \$8,500,000.00	
Funding: General <input checked="" type="checkbox"/> Enterprise <input type="checkbox"/>	3 Digit Fund Code <u>611</u>
CIP Line Item No. (if applicable): <u> </u>	
Justification: This is for the annual renewal of our fuel contract (Cooperate Agreement) to purchase unleaded gasoline and diesel fuel for operation of all County vehicles (over 3600).	
<u>Robert Gordon</u> Department Director Signature	<u>09/06/23</u> Date

<u>For Use by Purchasing and Contracting:</u>	Approve <input checked="" type="checkbox"/> Deny <input type="checkbox"/>
<u>Additional Comments:</u>	
<u>Phyllis Head</u> Purchasing and Contracting Signature	<u>09/11/2023</u> Date

9/6/2023