

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Facilities Management	From: Purchasing and Contracting Department
ITB No.: 22-101520	Title: Landscape Maintenance Services for Public Grounds (Annual Contract with 2 Options to Renew)
Effective Date: March 14, 2023	Expiration Date: March 31, 2025
Contract APPROVED Amount: \$932,493.00	Number of Change Orders to Date: 2

Contractor(s)	Contract No.	Agrees to Extend
Let Us Love Your Lawn	1325127	N/A

User Department Recommendation: Renew ☐ Bid ☐ Increase ☒ Decrease ☐

Funding: \$500,000.00 _____

Funding: General ☒ Enterprise ☐ 3 Digit Fund Code 100 SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

Facilities Management is requesting the following sites be added to the above contract:

New Animal Control, 3280 Chamble-Dunwoody Road
Magistrate Court, 3631 Camp Circle
Gregory Adams Juvenile Justice, 4309 Memorial Drive
Lou Walker Senior Center, 2538 Panola Road
New Scott Candler Library, 1917 Candler Road

Also requesting an additional \$500,000 to cover the additional services.



Department Director Signature

5/31/2024

Date

For Use by Purchasing and Contracting:

Approve ☐

Deny ☐

Additional Comments:

Purchasing and Contracting Signature

Date

DeKalb County
Department of Purchasing and Contracting
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User Department: Recreation, Parks, and Cultural Affairs	From: Purchasing and Contracting Department
ITB No.: 22-101520	Title: Landscape Maintenance Services for Public Grounds (Annual Contract with 2 Options to Renew)
Effective Date: March 14, 2023	Expiration Date: March 31, 2025
Contract APPROVED Amount: \$932,493.00	Number of Change Orders to Date: 2

Contractor(s)	Contract No.	Agrees to Extend
Let Us Love Your Lawn	1325127	N/A

User Department Recommendation: Renew ☐ Bid ☐ Increase ☒ Decrease ☐

Funding: \$117,170.00

Funding: General ☒ Enterprise ☐ 3 Digit Fund Code _____ SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

RPCA recommends Let Us Love Your Lawn to perform annual services at:

- 1) Callonwolde Performing Art Center, 980 Briarcliff Rd., Atlanta, GA
- 2) Porter Sanford Performing Art Center and Amphitheater, 3181 Rainbow Dr., Decatur, GA



Department Director Signature

5/31/24

Date

For Use by Purchasing and Contracting: Approve ☒ Deny ☐

Additional Comments:

6/4/24

Purchasing and Contracting Signature Date