

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

User Department: Facilities Management **From:** Michele L. Smith, Procurement Agent
Purchasing and Contracting

ITB No.: ITB 16-100714 **Title:** County Wide Commercial Janitorial Services

Effective Date: AFS: Nov. 17, 2017 **Expiration Date:** March 30, 2020
 BMS: Feb. 28, 2017

Contract APPROVED Amount: \$ 8,464,344.80 **Number of Renewals to Date:** 2

Spent to Date: AFS: \$ 2,817, 640.00
 BMS: \$ 2,239, 580.05

Contractor(s)	Contract No.	Agrees to Extend
American Facilities Services (AFS)	1037689	YES
Building Maintenance Services (BMS)	1055558	YES

User Department Recommendation: Increase Decrease

Funding for Change Order: \$ 0
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

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

Justification:

This request is to extend the current contract for ninety (90) days to allow additional time required to complete the evaluation and selection process for recommendation to award new contracts.

Cheryl F. Howell Feb 6, 2020
Department Director Signature Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Debra Robinson Feb. 6, 2020
Purchasing and Contracting Signature Date