




DeKalb County
GEORGIA

DEKALB COUNTY GOVERNMENT
Facilities Management Department

1300 Commerce Drive, Suite 300, Decatur, GA 30030
4380 Memorial Drive, Decatur, GA 30032
Phone: (404) 371-2167; Fax: (404) 371-3007

MEMORANDUM

TO: Talisa Clark, Chief Procurement Officer

THRU: Hari Karikaran, P.E., Director – Facilities Management 

SUBJECT: Emergency Janitorial Services

DATE: March 28, 2017

Facilities Management is requesting emergency funding for janitorial services for County facilities. The original janitorial contract expired December 2016. It is crucial that these services are covered until the new contract is in place and ready for use. Professional Janitorial services will provide a clean and sanitary environment for employees and DeKalb County citizens. Offices and common areas will be cleaned and reflect a positive image for the County. The Day Porter service is needed to maintain the bathrooms, clean up spills and debris on the floors and carpet. Facilities Management has secured the services of KSL Professional Janitorial Cleaning LLC for February through April, 2017. We are requesting funding in the amount of \$171,528.24.

Your assistance in this matter is appreciated.