



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

<b>User Department: Facilities Management (FM)</b>	<b>From: Purchasing and Contracting Department</b>
<b>RFP No. 19-500529</b>	<b>Title: Commercial Janitorial Services</b>
<b>Effective Date: May 26, 2020</b>	<b>Expiration Date: March 31, 2026</b>
<b>Contract APPROVED Amount: \$27,880,335.85</b>	<b>Number of Change Orders to Date: 9</b>

<b>Contractor(s)</b>	<b>Contract No.</b>	<b>Agrees to Extend</b>
Building Maintenance Services	1213631	Yes
Cleanstar National, Inc.	1213634	Yes
A-Action Janitorial	1213635	Yes

**User Department Recommendation:**      Renew       Bid       Increase       Decrease

Funding for Renewal Term: \$757,746.00  
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General  Enterprise  3 Digit Fund Code 100 SPLOS  Category \_\_\_\_\_  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**

Facilities Management is requesting above janitorial services contracts be extended to June 30, 2026 until new contracts are in place. We are requesting the following increases to cover monthly services:

- Cleanstar National Inc. - Additional \$675,292. The current cap is almost exhausted.
- Building Maintenance Services - Additional \$82,454.
- A-Action Janitorial - No additional funds needed at this time.

Clyde L. Stoddell  
Department Director Signature Date 1/28/20

**For Use by Purchasing and Contracting:**      Approve       Deny

**Additional Comments:**

Djuana Herron Date 2/18/26  
Digitally signed by Djuana Herron  
Date: 2026.02.18 18:04:10 -05'00'  
Purchasing and Contracting Signature Date



DeKalb County  
GEORGIA

DeKalb County  
Department of Purchasing and Contracting  
Change Order Request Form

<b>User Department: Recreation, Parks and Cultural Affairs</b>	<b>From: Purchasing and Contracting Department</b>
<b>RFP No. 19-500529</b>	<b>Title: Commercial Janitorial Services</b>
<b>Effective Date: May 26, 2020</b>	<b>Expiration Date: March 31, 2026</b>
<b>Contract APPROVED Amount: \$27,880,335.85</b>	<b>Number of Change Orders to Date: 9</b>

Contractor(s)	Contract No.	Agrees to Extend
Building Maintenance Services	1213631	Yes
Cleanstar National, Inc.	1213634	Yes
A-Action Janitorial	1213635	Yes

**User Department Recommendation:** Renew  Bid  Increase  Decrease

Funding for Renewal Term: 227,040  
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General  Enterprise  3 Digit Fund Code \_\_\_\_\_ SPLOST  Category \_\_\_\_\_  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**  
RPCA recommends to increase and extend contracts 1213631 and 1213635 till December 31st, 2026, for janitorial services for DeKalb County Parks.  
  
A Action - \$165,000  
BMS - \$62,040

  
\_\_\_\_\_  
Department Director Signature

\_\_\_\_\_  
Date

**For Use by Purchasing and Contracting:** Approve  Deny

**Additional Comments:**

Djuana Herron  
Digitally signed by Djuana Herron  
Date: 2026.02.18 18:04:36 -05'00'

\_\_\_\_\_  
Purchasing and Contracting Signature

2/18/26  
Date