

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

|   |  |
|---|--|
| <b>User Department: PW- ROADS &amp; DRAINAGE</b>  | <b>From:</b> Purchasing and Contracting  |
| <b>ITB/RFP No.:</b> ITB 22-101523   | <b>Title:</b> Pond Maintenance Services<br>(Three (3) Year Multiyear Contract)                                     |
| <b>Effective Date:</b> 12/18/2023   | <b>Expiration Date:</b> 12/31/2026   |
| <b>Contract APPROVED Amount:</b><br>KSK Landscaping, Inc - \$1,025,000.00<br>ASAP Landscape Mgmt. Group LLC - \$1,650,000.00<br>Executive Realty Solutions, Inc - \$2,000,000.00 Philips<br>Lawncare & Services LLC – \$1,150,000.00<br>Mariani Ent. LLC dba Ed Castro -\$1,300,000.00<br><b>Total - \$7,125,000.00</b> | <b>Number of Change Orders to Date:</b><br>1335341 - 1<br>1335342 - 1<br>1335468 - 1<br>1355409 - 1<br>2000133 - 2 |

| <b>Contractor(s)</b>   | <input type="checkbox"/> <b>Contract No (s).</b> | <input type="checkbox"/> <b>Amount Spent</b> |
|--|--|--|
| KSK Landscaping, Inc   | 1335341  | \$986,244.80                                 |
| ASAP Landscape Management Group LLC Executive<br>Realty Solutions, Inc | 1335342<br>1335468                               | \$1,042,428.91<br>\$1,299,330.00             |
| Philips Lawncare & Services LLC  | 1355409  | \$926,795.00                                 |
| Mariani Enterprises LLC dba Ed Castro Landscape                        | 2000133  | \$475,285.80                                 |
|  |  | <b>Total - \$4,730,084.51</b>                |

**For Use by User Department:**  
Enter Recommended Change(s) and a Detailed Justification (please enter requests to extend the contract time/term or increase the contract amount with specific details to include term dates and funding amounts):

PW-R&D requests Additional Cap Total \$2,900,000 added to 5 contracts; and an 6-months term Extension through June 30, 2027: (-- **CO #2** for CPA's 1335341-KSK add \$700K; 1335342-ASAP Lscp.- add \$200K; 1335468-ERS-add \$700K; 1355409-Phillips Lawncare-add \$500K; AND **CO #3** for CPA 2000133 -Mariani dba Ed Castro-add \$800K).

Vendor services have escalated, and full manpower is needed to service current and backlog work. Additional funding will allow contractors to continue servicing the 1,020 County-owned and maintained ponds to protect local waterbodies from the harmful effects of stormwater pollution caused by stormwater runoff, reduce erosion, and prevent downstream flooding caused by an increase in upstream impervious surfaces. Extension will allow P&C Dept. to complete purchasing process for rebid.

**If an increase to funding is required, provide the following:**

**Total Amount of Increase:** \$ 2,900,000  
**Funding Source:** General      **Enterprise-X**      3 Digit Fund Code: 581 (Stormwater Management Operating-R&D)  
 SPLOST Category (if applicable): \_\_\_\_\_  
 CIP Line-Item No. (if applicable): \_\_\_\_\_

  
 Department Director Signature & Date (Peggy V. Allen, DDPW)

11-18-2025

**For Use by Purchasing and Contracting:**

Approved: Yes  No

Additional Comments (if applicable):

**Crystal  
Manson**

Digitally signed by Crystal  
Manson  
Date: 2026.02.18  
12:38:41 -05'00'

**Purchasing and Contracting Signature**

*Pond Maint.- CO #2 and CO #3) – PW-R&D*



**DeKalb County**  
**Roads and Drainage Division**  
**Public Works Department**  
 Peggy V. Allen, Deputy Director, PW



**Chief Executive Officer**  
 Lorraine Cochran-Johnson

**Board of Commissioners**  
 District 1  
 Robert Patrick

District 2  
 Michelle Long Spears

District 3  
 Nichole Messiah

District 4  
 Chakira Johnson

District 5  
 Mereda Davis Johnson

District 6  
 Edward "Ted" Terry

District 7  
 Dr. LaDena Bolton

**MEMORANDUM**

**November 18, 2025**

**TO:** Michelle Butler, Chief Procurement Officer | Purchasing & Contracting

**THROUGH:** Zachary L. Williams, COO

**FROM:**  Peggy V. Allen, DDPW

**SUBJECT:** Proposed Amendments/**Change Orders No. 2** for DeKalb Contracts 1335341-KSK Landscaping, Inc.; 1335342-ASAP Landscape Mgmt. Group, LLC; 1335468-Executive Realty Solutions, Inc.-(ERS); 1355409-Phillips Lawncare & Services, LLC; **AND Change Order No. 3** for 2000133 -Mariani Enterprises LLC dba Ed Castro Landscape; (ITB No. 22-101523, Pond Maintenance Services (Multiyear-3))

|                                       |   |
|---------------------------------------|---|
| 1) 1335341-KSK; \$700,000 Add to Cap  | 4) 1355409-Phillips; \$500,000 Add to Cap           |
| 2) 1335342-ASAP; \$200,000 Add to Cap | 5) 2000133 -Mariani/Ed Castro; \$800,000 Add to Cap |
| 3) 1335468-ERS; \$700,000 Add to Cap  |   |

**Original Contract Term and Dollar Amount:** December 18, 2023 through December 31, 2026 and \$3,325,000

**Previous Changes to the Dollar Amount:** CO #1 (\$0.00) per Consent To Assignment per Mariani Enterprises LLC acquisition of Ed Castro Landscape, Inc.; and CO #2 to add Total \$4,300,000 additional funding

**Previous Changes to the Term:** CO #1 and CO #2 contracts term remained the same as December 31, 2026

**Current Cumulative Contract Term and Dollar Amount:** December 18, 2023 through December 31, 2026 and Total \$7,073,156

**Proposed Contract Term and Dollar Amount:** Additional \$2,900,000 and extend contracts term for 6- months through June 30, 2027.

**Detailed Description of Requested Changes:**

PW-R&D requests an Additional Total \$2,900,000 added to four contracts Cap; and an 6-months term Extension through June 30, 2027 for the entire 5-contract series; per **CO #1** for CPA's 1335341-KSK Landscaping; 1335342-ASAP Landscape; 1335468-Executive Realty Solutions.; 1355409-Phillips Lawncare; **AND CO #2** for CPA 2000133 -Mariani *dba* Ed Castro. (ITB 22-101523, Pond Maintenance Services).

The additional funding will allow the contractors to continue servicing the 1,020 County-owned and maintained ponds to protect local waterbodies from the harmful effects of stormwater pollution caused by stormwater runoff, reduce erosion, and prevent downstream flooding caused by an increase in upstream impervious surfaces. Extension will allow P&C Dept. to complete purchasing processes for rebid.

**Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid:**

Vendor services continue to escalate, and full manpower is in effect by all executed contracts. Services include backlog work and vendors are completing the work timely and efficiently. Subsequently, contracts Spending trends continue to surge and outpace Caps allotted for the initial 3-year contracts period. The Board of Commissioners approved in 2024 a Consent To Assignment per the Mariani Enterprises LLC acquisition of Ed Castro Landscape, Inc's. remaining contract funds and term.

cc: Crystal Manson  
Desmore Joseph  
Michele Smith