



MEMORANDUM

Chief Executive Officer  
Michael L. Thurmond

Board of Commissioners

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District 3  
Larry Johnson

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Steve Bradshaw

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District 6  
Kathie Gannon

District 7  
Lorraine Cochran-Johnson

**DATE:** May 18, 2021

**TO:** Cathryn Horner, Director  
DeKalb Purchasing and Contracting Department

**FROM:** Damon Scott, Director *DS*  
DeKalb Human Services Department

**SUBJECT:** Request for Contract Renewal- Contract #1115601 In-Home Services

Contract #1115601 was executed on June 28, 2018 with RemKiks Healthcare Services to provide in-home services (personal care, respite, homemaker) to frail seniors living in DeKalb County. These services have been provided by the vendor to the Department's satisfaction during this contract, however the contract is scheduled to expire on June 30, 2021.

The Human Services Department requests assistance with implementation of a second Contract Renewal for this contract which is scheduled to expire in approximately six (6) weeks. Specifically, the contract should be renewed for one (1) year in the amount not to exceed \$646,944.45.

Please know that time is of the essence. We request your assistance with drafting a Board of Commissioners Agenda item for the June 22, 2021 meeting to ensure that the change order can be implemented before the contract ends.

Ms. Latarsha Williams, Human Services Administrator is the designated point of contact for any questions that you may have regarding this request. She can be reached at (404) 370-7255 or via email at [llwilliams@dekalbcountyga.gov](mailto:llwilliams@dekalbcountyga.gov).

DS/llw

Cc: Darryl Blackwell, Senior Services Manager  
Ilma Hodge, Human Services Senior Fiscal Officer  
Latarsha Williams, Human Services Administrator