



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

**Chief Executive Officer**

Michael Thurmond

**Board of Commissioners**

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Steve Bradshaw

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District 7  
Lorraine Cochran-Johnson

## MEMORANDUM

**April 7, 2022**

**TO:** Cathryn G. Horner, CPPB, Chief Procurement Officer, Purchasing & Contracting

**THRU:** Rick Lemke, Public Works Director

**FROM:** Peggy V. Allen, DDPW, Roads and Drainage

**SUBJECT:** Proposed Amendment/Change Order No. 1 to DeKalb County ITB No. 19-101077 Pond Maintenance Services

**Original Contract Term and Dollar Amount:** August 19, 2019 through August 31, 2022 and \$2,000,000.00

**Previous Changes to the Dollar Amount:** None

**Previous Changes to the Term:** None

**Current Cumulative Contract Term and Dollar Amount:** Ends August 31, 2022 and \$3,483,473.30

**Proposed Contract Term and Dollar Amount:** Extend to December 31, 2022 and additional \$750,000

**Detailed Description of Requested Changes:** We are requesting a contract extension with additional funding for ITB No. 19-101077. The additional funding will be for CPA No. 1167995 with Executive Realty Solutions in the amount of \$550,000, for CPA 1167993 with ASAP Landscape in the amount of \$100,000, and for CPA 1167992 with Williams Icon in the amount of \$100,000. The additional funding and time will allow the contractors to continue to service County owned and maintained ponds.

**Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid:** The Pond Maintenance Services contract addresses the need 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. The contract extension with additional funding for the of participants to ITB No. 19-101077 will help avoid any interruption of service to the over 1,000 ponds the county is responsible for maintaining, until a new contract is awarded.



DeKalb County  
GEORGIA

Department of Purchasing and Contracting  
Change Order Request Form

User Department: RPCA

ITB No.: 18-100937

Title: Pond Maintenance Services

Effective Date: August 13, 2019

Expiration Date: August 31, 2022

Contract APPROVED Amount: \$6,272,500.00

Contractor(s)	Contract No.	Amount Spent	
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Total Amount Spent to Date: \$3,076,420.30

**Tiers 2 & 3**

Brown Management Services Enterprises, Inc.	1167991	\$40,300.00
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**Tiers 5-7 & Pond Cut Clean Schedule and Herbicide**

Williams Icon Homes & Properties	1167992	\$546,960.00
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**Retention Pond & Lake Cut and Cleaning**

ASAP Management Group	1167993	\$621,363.30
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**Pond Herbicide Application Schedule**

Executive Realty Solutions, Inc.	1167995	\$1,867,797.00
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User Department Recommendation: Renew  Bid

Justification: RPCA recommends to extend contract 1167992 with Williams Icon Homes & Properties to Cut, Clean, and apply Herbicide at Retention Ponds located within DeKalb County Park.

\* Per UD, \$10,000 is requested for the change order and to continue using the general operating fund.

Department Director Signature

5/17/2022

Date

Funding: General  Enterprise  3 Digit Fund Code \_\_\_\_\_

CIP Line Item No. (if applicable): \_\_\_\_\_

For Use by Purchasing and Contracting: Approve  Deny

Additional Comments:

Crystal Creekmore Digitally signed by Crystal Creekmore  
Date: 2022.05.18 11:08:04 -04'00'

5/18/22

Purchasing and Contracting Signature

Date