



DeKalb County  
GEORGIA

DeKalb County  
Department of Purchasing and Contracting  
Change Order Request Form

|   |   |
|---|---|
| <b>User Department: Facilities Management</b>   | <b>From: Purchasing &amp; Contracting</b>                       |
| <b>ITB No. 22-101520</b>                        | <b>Title: Landscape Maintenance Services for Public Grounds</b> |
| <b>Effective Date: March 14, 2023</b>           | <b>Expiration Date: March 31, 2026</b>                          |
| <b>Contract APPROVED Amount: \$4,311,729.00</b> | <b>Number of Change Orders to Date: Various</b>                 |

| Contractor(s)               | Contract No. | Agrees to Extend |
|-----------------------------|--------------|------------------|
| Artscape, Inc.,             | 1325124      | Yes              |
| The Simmons Group, LLC      | 1325126      | Yes              |
| Let Us Love Your Lawn, Inc. | 1325127      | Yes              |

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

Funding for Renewal Term: **\$568,774.00**  
(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** SPLOST  Category \_\_\_\_\_  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**

Facilities Management is requesting that ArtScape, The Simmons Group, and Let Us Love Your Lawn contracts all be extended to June 30, 2026. Also, we are requesting the following increases to the contracts for monthly services and installation of mulch and pine straw:

- Let Us Love Your Lawn - \$286,547.00
- ArtScape - \$47,645.00
- The Simmons Group - \$64,582.00

In addition, we need to add \$170,000 for the Marta Station Beautification Project under Commissioner Ted Terry to be completed by Let Us Love Your Lawn.

Clyde H. Ferrell 1/20/2026  
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 16:48:18 -05'00' 2/18/26  
Purchasing and Contracting Signature Date



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

|   |   |
|---|---|
| <b>User Department: Recreation, Parks, and Cultural Affairs</b> | <b>From: Purchasing &amp; Contracting</b>                       |
| <b>ITB No. 22-101520</b>  | <b>Title: Landscape Maintenance Services for Public Grounds</b> |
| <b>Effective Date: March 14, 2023</b>                           | <b>Expiration Date: March 31, 2026</b>                          |
| <b>Contract APPROVED Amount: \$4,311,729.00</b>                 | <b>Number of Change Orders to Date: Various</b>                 |

| <b>Contractor(s)</b>        | <b>Contract No.</b> | <b>Agrees to Extend</b> |
|-----------------------------|---------------------|-------------------------|
| Artscape, Inc.,             | 1325124             | Yes                     |
| The Simmons Group, LLC      | 1325126             | Yes                     |
| Let Us Love Your Lawn, Inc. | 1325127             | Yes                     |

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

Funding for Renewal Term: \$52,080  
 (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 is requesting that Let Us Love Your Lawn, Inc. contracts to be extended to June 30, 2026.

Paige K Singer 1/22/2026  
 Department Director Signature Date

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

**Additional Comments:**

Djuana Herron 2/18/26  
 Digitally signed by Djuana Herron  
 Date: 2026.02.18 16:49:25 -05'00'  
 Purchasing and Contracting Signature Date



DeKalb County  
 Department of Purchasing and Contracting  
 Change Order Request Form

|  |  |
|--|--|
| User Department: Sanitation              | From: Purchasing & Contracting                           |
| ITB No. 22-101520                        | Title: Landscape Maintenance Services for Public Grounds |
| Effective Date: March 14, 2023           | Expiration Date: March 31, 2026                          |
| Contract APPROVED Amount: \$4,311,729.00 | Number of Change Orders to Date: Various                 |

| Contractor(s)               | Contract No. | Agrees to Extend |
|-----------------------------|--------------|------------------|
| Artscape, Inc.,             | 1325124      | Yes              |
| The Simmons Group, LLC      | 1325126      | Yes              |
| Let Us Love Your Lawn, Inc. | 1325127      | Yes              |

User Department Recommendation: Renew  Bid  Increase  Decrease

Funding for Renewal Term: \$24,000.00

(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 \_\_\_\_\_ SPLOST  Category 541 - Sanitation Operating  
 CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**

Sanitation requests a change order to extend The Simmons Group contract until June 30, 2026 and an additional \$24,000.00 to cover for landscaping, mowing and maintenance services around Sanitation facilities. The new ITB has a bid due date on February 4, 2026.

*[Signature]*  
 Department Director Signature

1/20/26  
 Date

For Use by Purchasing and Contracting: Approve  Deny

**Additional Comments:**

Djuana Herron  
 Digitally signed by Djuana Herron  
 Date: 2026.02.18 16:49:05 -05'00'  
 Purchasing and Contracting Signature

2/18/26  
 Date