



DeKalb County
GEORGIA

DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Facilities Management	From: Purchasing and Contracting Department
RFP No. 19-500529	Title: Commercial Janitorial Services
Effective Date: May 26, 2020	Expiration Date: June 30, 2025
Contract APPROVED Amount: \$24,449,574.73	Number of Change Orders to Date: 7

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: **\$2,245,668.12**

(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 a six-month extension for the above Commercial Janitorial Services contracts until the new ITB is completed. Requesting the additional funds be added to the following contracts:

- A-Action - \$510,796.74
- Building Maintenance Services - \$951,949.38
- Cleanstar National - \$782,922


Department Director Signature

4/28/2025

Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Willie Moon
Digitally signed by Willie Moon
Date: 2025.05.18 18:43:52 -04'00'

5/18/25

Purchasing and Contracting Signature

Date



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Recreation, Parks and Cultural Affairs	From: Purchasing and Contracting Department
RFP No. 19-500529	Title: Commercial Janitorial Services
Effective Date: May 26, 2020	Expiration Date: December 31, 2024
Contract APPROVED Amount: \$24,449,574.73	Number of Change Orders to Date: 7

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 A Action and Building Maintenance services to continue janitorial services thru December 31st, 2025.

A Action: \$165,000 for free standing restrooms (Chapel Hill, Arabia, DeKalb Memorial, Mason Mill, Flat Shoals, Briarlake, Shoal Creek II, Bouldercrest, Lithonia, Kittredge, NH Scott), Luscious Sanders, Midway and NH Scott Recreation Centers.

BMS: \$62,040 for Porter Sanford Performing Arts Center, Sugar Creek and Mystery Valley

Chuck O. Ellis
Department Director Signature

Date

For Use by Purchasing and Contracting: Approve ☒ Deny ☐

Additional Comments:

Willie Moon
Digitally signed by Willie Moon
Date: 2025.05.19 12:37:09 -04'00'

Purchasing and Contracting Signature

5/19/25

Date