



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: December 31, 2025
Contract APPROVED Amount: \$26,695,242.85	Number of Change Orders to Date: Various

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: \$731,013.00

(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 the above contracts be extended to March 31, 2026. Also, requesting additional funds be added to the following contracts:

Building Maintenance Services - \$310,824

Cleanstar National - \$420,189



Department Director Signature

11/6/2025

Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Willie Moon

Digitally signed by Willie
Moon
Date: 2025.11.14
14:52:07 -05'00'

11/14/25

Purchasing and Contracting Signature

Date



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Recreation, Parks & Cultural Affairs	From: Purchasing and Contracting Department
RFP No. 19-500529	Title: Commercial Janitorial Services
Effective Date: May 26, 2020	Expiration Date: December 31, 2025
Contract APPROVED Amount: \$26,695,242.85	Number of Change Orders to Date: Various

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: **\$227,040.00**

(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 _____
CIP Line Item No. (if applicable): _____

Justification:

RPCA recommends to increase and extend contracts 1213631 and 1213635 till March 31, 2026, for janitorial services for DeKalb County Parks.

A Action - \$165,000

BMS - \$62,040

Paige Singer
Department Director Signature

11/5/2025
Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Willie Moon

Digitally signed by Willie Moon
Date: 2025.11.14 14:52:37 -05'00'

11/14/25

Purchasing and Contracting Signature

Date