

**INTERDEPARTMENTAL
MEMORANDUM**

TO: Tonza Storm Clark, Director, Code Compliance and Enforcement
Timothy C. Hardy, Deputy Director of Beautification, Code Compliance and Enforcement

FROM: Tiffany Reid, Procurement Agent, Team A

SUBJECT: 2026-042-ITB Nuisance Abatement and Remediation Services (Three (3) Year Multiyear Contract)

DATE: June 4, 2026

It is requested that you do the following:

1. Please review the attached bid associated with the above referenced solicitation and provide your award recommendation. You are looking for the lowest, responsive and responsible bidder. Your review should ensure that you are confident that your recommended supplier(s) can in fact provide the goods and services required.
2. Please provide the following information in the space provided on page two:
 - a. Specific justification why in your professional opinion the recommended vendor should be awarded the contract.
 - b. Advise of any problems in connection with the selected vendor(s), if any exist.
 - c. If you find bidders who offer lower prices than your recommended supplier(s), then you must provide specific justification why they are either non-responsive* (did not follow the instructions found in the solicitation) or non-responsible** (not able to perform/deliver as minimally required according to the scope of work found in the solicitation).

**Note – The Department of Purchasing and Contracting is ultimately responsible in determining if a bidder is non-responsive, but input/feedback from the user department is always important to us.*

***Note – The user department and the Department of Purchasing and Contracting must mutually agree before determining if a bidder is non-responsible.*

3. Return required documents within **5** business days.

If you have any questions, please call me at **404-371-2029**.

2026-042-ITB Nuisance Abatement and Remediation Services (Three (3) Year Multiyear Contract)

User Department's Recommendation

User Department Name Code Compliance Administration

Recommended Bidder(s) meets our approval.

Bidder 1: Executive Realty Solutions Inc./\$225,000
Name/Amount

Bidder 2: Cascade Services, Inc./\$225,000
Name/Amount

Bidder 3: _____
Name/Amount

Bidder 4: _____
Name/Amount

Project Amount This Term: \$450,000

Funding:

General ☒ Enterprise ☐

3 Digit Fund Code 272

CIP Line Item No. (if applicable): _____

Justification:

Code Compliance Administration requests \$150,000 annually to support Abatement, In Rem, and Emergency Measures activities. These funds will be utilized for title searches, legal advertisements, contractor services, emergency abatement actions, and other associated costs necessary to carry out these programs. The total expenditure over the three-year term shall not exceed \$450,000.

Due to the anticipated increase in abatement orders and the potential need for emergency measures, it is in the best interest of the County to maintain multiple qualified contractors capable of responding in a timely manner. Therefore, the user department recommends 

Name, Title

Date

Tonza S. Clark

Department Director

Date

Digitally signed by Tonza S.
Clark
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