



DeKalb County Government

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, Georgia 30030

Agenda Item

File ID: 2025-1243

Substitute

10/28/2025

Purchasing Type: Change Order (CO)

Public Hearing: YES ☐ NO ☒

Department: Purchasing & Contracting

AGENDA ITEM:

Commission District(s): ALL

CO - Change Order No. 2 to Contract Nos.: 1309686 and 1309666 On-Call Roof Maintenance, Repair, and Replacement Services (Annual Contract with 2 Options to Renew): for use by the Departments of Facilities Management (FM), Recreation Parks and Cultural Affairs (RPCA), Watershed Management (DWM), and Fire Rescue (FR). These contracts consist of roof maintenance, repair, and replacement services at County-owned facilities. This request seeks to increase the contract term through December 31, 2026 and funds for upcoming projects, ongoing maintenance and repairs, and the replacement of the roof at the East DeKalb Police Precinct (as previously authorized under agenda Item 2025-1126). This request also seeks reallocation of SPLOST I funds in the amount of \$650,000.00 for other projects under Category 3B. Awarded to: Hawk Construction Company, LLC and National Building Contractors, Inc. Total Amount Not To Exceed: \$2,727,085.00.

Information Contact: Michelle Butler, Chief Procurement Officer

Phone Number: (404) 687-3581

PURPOSE:

Awarded by the BOC, on October 25, 2022, to two (2) vendors for a total amount not to exceed \$2,930,000.00. On December 5, 2023, the BOC approved the 1st renewal option for a total amount not to exceed \$5,836,642.65. On May 28, 2024, the BOC approved a substitute Change Order No. 1 request to increase contract funds to repair an influx of damaged roofs at County owned facilities due to storm damage for a total amount not to exceed \$125,000.00. On December 10, 2024, the BOC approved the 2nd renewal option through October 31, 2025, ratified a previously provided sixty (60) day contract term increase, effective as of November 1, 2024 and reserved the right to transfer funds between contracts based on the needs of the County. This request seeks to increase the contract term through December 31, 2026 and funds for upcoming projects, ongoing maintenance and repairs, and the replacement of the roof at the East DeKalb Police Precinct (as previously authorized under agenda item 2025-1126). This request also seeks reallocation of SPLOST I funds in the amount of \$650,000.00 for other projects under Category 3B.

This substitute is submitted to revise various entries, including: (1) clarifying funds, previously authorized under agenda item 2025-1126, would be used to replace the entire roof at East DeKalb Police Precinct; (2) SPLOST I funds previously allocated to these contracts will be reallocated for other projects under Category 3B; and (3) updating estimated amounts for each awarded vendor.



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RECOMMENDATION:

Recommend approval of Change Order No. 2 with:

Hawk Construction Company, LLC, 158 Fairview Road, Suite E, Ellenwood, GA 30294

Note: LSBE-MSA Firm

Estimated Amount: \$275,000.00

National Building Contractors, Inc., 2151 Old Covington Hwy., Conyers, GA 30012

Note: LSBE Participation 20%

Estimated Amount: \$2,452,085.00

Total Amount Not To Exceed: \$2,727,085.00

and authorize the Chief Executive Officer to execute the change order and all associated documents

ADDITIONAL INFORMATION:

- | | |
|------------------------------|---|
| 1. Contract Effective Date: | October 25, 2022 |
| 2. Contract Expiration Date: | October 31, 2025 |
| 3. Amount Spent To Date: | \$3,039,118.50 |
| | \$ 219,736.50 - Initial |
| | \$2,882,699.00 - 1 st Renewal |
| | \$ 239,353.15 - 2 nd Renewal |
| 4. Funding: | \$1,727,085.00 - SPLOST (Category A2)(FM) |
| | \$ 750,000.00 - General (FM) |
| | \$ 200,000.00 - Enterprise (DWM) |
| | \$ 50,000.00 - General (RPCA) |



DeKalb County
Department of Purchasing and Contracting
Change Order Request Form

User Department: Facilities Management		From: Purchasing & Contracting
ITB No. 22-101521		Title: On-Call Roof Maintenance & Repair Services
Effective Date: October 25, 2022		Expiration Date: October 31, 2025
Contract APPROVED Amount: \$10,971,642.65		Number of Change Orders to Date: 1
Contractor(s)		
Contract No.		Agrees to Extend
Hawk Construction Company, LLC		1309686
National Building Contractors, Inc.		1309666
User Department Recommendation: Renew <input type="checkbox"/> Bid <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease <input type="checkbox"/>		
Funding for Renewal Term: \$2,477,085.00		
(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)		
Funding: General <input checked="" type="checkbox"/> Enterprise <input type="checkbox"/> 3 Digit Fund Code 100 SPLOST <input checked="" type="checkbox"/> Category _____		
CIP Line Item No. (if applicable): _____		
Justification:		
Facilities Management is requesting that Hawk Construction and National Building contracts be extended to December 31, 2026. Also request the following:		
- \$1,727,085 that was approved using SPLOST II funds (Agenda item 2025-1226) be added on this contract to National Building Contractors for complete roof replacement at the East DeKalb Police Precinct building.		
-\$600,000 be added to National Building Contractors for maintenance & repairs and emergencies- Fund 100 (Facilities)		
-\$150,000 be added to Hawk Construction for maintenance & repairs- Fund (Facilities)		
SPLOST Program Management Coordinator: <u>Genest Daughton</u>		
SPLOST Approved Funding Amount: \$ <u>No Additional Funding Required</u>		
SPLOST Category / Description: \$ <u>check agenda item 2025-1226</u>		
<u>Cheryl D. Stovall</u> Department Director Signature		<u>10/10/2025</u> Date

For Use by Purchasing and Contracting:		Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>
Additional Comments:			
Digitally signed by Willie Moon Date: 2025.10.10 16:39:05 -04'00'		10/10/25	
Purchasing and Contracting Signature		Date	

