



DeKalb County
GEORGIA

Department of Purchasing and Contracting
Change Order Request Form

User Department: DWM, Facilities Management, RCPA, R&D, Beautification

CPA Nos.: 1149581, 1149590 and 1149595

Title: Tree Cutting and Removal Services

Effective Date: February 26, 2019

Expiration Date: February 28, 2022

Contract APPROVED Amount: \$9,235,000.00

Contractor(s)	Contract No.	Amount Spent
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Total Amount Spent to Date:

Arborserv, Inc.	1149581	\$4,332,560.66
Casey Tree Experts, Inc.	1149590	\$1,821,925.50
K2R Legacy Group, LLC	1149595	\$453,907.00

User Department Recommendation:

Increase Extend

Justification:

The Department of Watershed Management(DWM) request an extension of the above contracts through June 30, 2022 and increase funding to continue Tree Cutting and Removal Services . Funding for each vendor listed Below:

Arborserv - \$77,889.00
Casey - \$87,656.00
K2R - \$72,917.00

Dehayes

Digitally signed by Dehayes
Date: 2022.01.20 18:50:37 -05'00'

1.20.2022

Department Director Signature

Date

Funding: General Enterprise 3 Digit Fund Code 511

CIP Line Item No. (if applicable): _____

For Use by Purchasing and Contracting:

Approve Deny

Additional Comments:

Purchasing and Contracting Signature

Date



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User Department Recommendation:

Renew

Bid

Justification: Facilities Management is requesting contract extension for **ArborServ Inc.** We are requesting **\$250,000.00** to cover recent uptick in storm related weather events along with the overgrowth of trees in close proximity to buildings.

Department Director Signature

Date

Funding: General

Enterprise

3 Digit Fund Code 100

CIP Line Item No. (if applicable):

For Use by Purchasing and Contracting:

Approve

Deny

Additional Comments:

Purchasing and Contracting Signature

Date



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User Department Recommendation:

Renew

Bid

Justification:

Beautification would like to extend the contracts with Arborserv, Inc. and Casey Tree Experts, Inc. until 6/30/22, while the new ITB is in process. Beautification would like to request for an additional \$300,000.00 to cover for continuing tree trimming services.

Arborserv = \$150,000.00

Casey Tree = \$150,000.00

[Handwritten Signature]

1/25/22

Department Director Signature

Date

Funding: General Enterprise

3 Digit Fund Code 272 - Unincorporated Beautification

CIP Line Item No. (if applicable): _____

For Use by Purchasing and Contracting:

Approve

Deny

Additional Comments:

Purchasing and Contracting Signature

Date



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User Department Recommendation: Renew Bid

ArborServ, Inc: \$250,000
Casey Tree Experts: \$250,000
TOTAL: \$500,000

Justification: RPCA recommends to renew tree cutting and removal services with Arborserv, Inc. and Casey Tree Experts till June 30th, 2022 and also to increase the cap for both of these vendors.

1/19/22

Department Director Signature

Date

Funding: General Enterprise 3 Digit Fund Code _____

CIP Line Item No. (if applicable): _____

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Purchasing and Contracting Signature

Date



DeKalb County
Roads and Drainage Division
Public Works Department
Peggy V. Allen
Deputy Director

Chief Executive Officer
Michael Thurmond
Board of Commissioners

District 1
Robert Patrick

District 2
Jeff Rader

District 3
Larry Johnson

District 4
Steve Bradshaw

District 5
Mereda Davis Johnson

District 6
Edward "Ted" Terry

District 7
Lorraine Cochran-Johnson

MEMORANDUM

January 20, 2022

TO: Cathryn G. Horner, CPPB, Chief Procurement Officer, Purchasing & Contracting

THRU: Rick Lemke, Public Works Director

FROM: Peggy V. Allen, DDPW, Roads and Drainage

SUBJECT: Proposed Amendment/Change Order No. 1 to DeKalb County ITB No. 18-100975 Tree Cutting & Removal Services

Original Contract Term and Dollar Amount: February 26, 2019 through February 28, 2022 and \$3,435,000.00

Previous Changes to the Dollar Amount: None

Previous Changes to the Term: None

Current Cumulative Contract Term and Dollar Amount: Ends February 28, 2022 and \$3,435,000

Proposed Contract Term and Dollar Amount: Extend to June 30, 2022 and additional \$600,000

Detailed Description of Requested Changes: We are requesting for contract extension and funding to CPA No. 1149581 (Arborserv - \$500,000) and 1149590 (Casey Tree Experts - \$100,000) to enable these contractors to cut and remove trees throughout the County.

Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid: Tree removal services addresses a huge safety issue. As trees weakened, they are more prone to breaking or uprooting due to high winds or during a storm. This contract funding and extension request to CPA No. 1149581 and 1149590 will help avoid any interruptions to our emergency response for tree removal services.