User Department: PW - Roads and Dr Watershed Management, Parks & Recr Airport, and Sanitation	rainage, Freezion,	m: Kyho	eem Bristol		
ITB No.: 15-100609	Tit	le: Porta	ble Toilet Rentals	(Annual Contract with	
Effective Date: 6/28/2016	2 Options to Renew)				
Contract APPROVED Amount: \$103,2	Contract APPROVED Amount: \$103,281.00 Number of Renewals to Date: 0				
	-				
Contractor(s)	Contract No.	A	mount Spent	Agrees to	
Mass Services Inc., dba Comfort Zone Portables	1019677		15,600.00	Extend X	
Total Amount Spent to Date: \$15,600.00)				
				1	
User Department Recommendation:	Renew	YO	Bid [
	Kellew	ALI	Bid i	-	
Funding for Renewal Term: \$15,000 (Unused funds do not roll over to the next term.	Provide the amou	t of fundi	ng necessary for the	renewal term.)	
Funding: General X Enterprise CIP Line Item No. (if applicable):	3 Digit Fund		271	-	
Justification: Porta Johns are used in several parks that do not have permanent restrooms. They are used for clean-up days, special events and sometimes when the permanent restrooms are out of order.					
M. Department Director Signature	214 21		4/24/17		
Department Director Signature			Date		
DeKalb County Department of Purchasing and Contracting Contract Renewal Request Form					
For Use by Purchasing and Contracting:	Approv	e 🗵	Deny		
Additional Comments:			a		
Purchasing and Contracting Signature		Ë	5/2/17 Date		

User Department: PW – Roads and Dr Watershed Management, Parks & Reci Airport, and Sanitation		From: Kyhee	em Bristol	(
ITB No.: 15-100609		Title: Portab 2 Options to F		ls (Annual Contract with
Effective Date: 6/28/2016		ate: 6/28/2017		
Contract APPROVED Amount: \$103,2	281.00	Number of R	enewals to Dat	e: 0
Contractor(s)	Contract No	. Aı	mount Spent	Agrees to Extend
Mass Services Inc., dba Comfort Zone Portables	10196	77 \$1	5,600.00	Extend
Total Amount Spent to Date: \$15,600.00	0			
ligar Danartment Decommendation:	Dar	New 5	Did	D consollus
User Department Recommendation: Funding for Renewal Term: Sanifa (Unused funds do not roll over to the next term	han- C	Per at	ig necessary for the	3, 00 0 he renewal term.)
Funding: General Enterprise CIP Line Item No. (if applicable): _				ig - Fund 541
Justification: Seminole Road La Alorth Transfer Sta Organ Atruthus Department Director Signature	ndfill-	Junits F	Portable Brempl and Visit	Restrooms oyler (operation ong Customer
Department Director Signature	02	4	4/2.	8/17
Department Director Signature		and the second second	Date	
-	D-M-II- G			
	DeKalb Cou ent of Purchasin tract Renewal R	g and Contract	ting	
or Use by Purchasing and Contracting:	Appr	ove 🛮	Deny	
Additional Comments:				3.0
CHarner		5	12/17	

User Department: PW - Roads and Dr. Watershed Management, Parks & Recr Airport, and Sanitation		yheem Bristol	70		
ITB No.: 15-100609 Effective Date: 6/28/2016	ITB No.: 15-100609 Title: Portable Toilet Rentals (Annual Contract with 2 Options to Renew)				
Contract APPROVED Amount: \$103,2	81.00 Number	of Renewals to Date:	0		
Contractor(s)	Contract No.	Amount Spent	Agrees to		
Mass Services Inc., dba Comfort Zone Portables	1021260	\$15,600.00	Extend Yes		
Total Amount Spent to Date: \$15,600.00)				
User Department Recommendation:	Renew 🗆	Bid □			
Funding for Renewal Term: \$10,000.00 (Unused funds do not roll over to the next term.	Provide the amount of fu	nding necessary for the n	enewal term)		
Funding: General Enterprise \to 3 Digit Fund Code 581					
Justification: This vendor has provided satisfactory services during the initial term. Therefore, we wish to exercise our option to renew one (1) year.					
Please note that we are requesting funding in the amount of \$10,000 due to the increase in projects requiring said services and no available restrooms in the vicinity of most projects.					
Peggy V. Allen, ADPW					
Department Director Signature		Date			
DeKalb County Department of Purchasing and Contracting Contract Renewal Request Form					
For Use by Purchasing and Contracting:	Approve 🛮	Deny 🗆			
Additional Comments:		*	le le		
Purchasing and Contracting Signature	<i></i>	5/2/17 Date			

User Department: PW – Roads and Dr Watershed Management, Parks & Rec Airport, and Sanitation	rainage, From:	Kyheem Bristol			
ITB No.: 15-100609		Title: Portable Toilet Rentals (Annual Contract with			
Effective Date: 6/28/2016	2 Options to Renew) Expiration Date: 6/28/2017				
Contract APPROVED Amount: \$103,	281.00 Numbe	r of Renewals to Date: 0			
Contractor(s)	Contract No.	Amount Spent	Agrees to		
Mass Services Inc., dba Comfort Zone Portables	1021260	\$15,600.00	Extend		
Total Amount Spent to Date: \$15,600.0	o				
User Department Recommendation:	Renew X	Bid □			
Funding for Renewal Term: \$5,400.00 (Unused funds do not roll over to the next term			newal term.)		
Funding: General Enterprise CP Line Item No. (if applicable):	3 Digit Fund Code	551			
<u>Justification:</u> Portables are located at T-Hangars A, B, C, D					
Department Director Signature	2	Date: 05/02	/2017		
•					
. 2					
		14C			
Rev. 1/28/17	1				
or Use by Purchasing and Contracting:	Approve 🗹	Deny 🗆			
dditional Comments:					
CHorner		5/2/17			

User Department: PW – Roads and Drainage, Watershed Management, Parks & Recreation, Airport, and Sanitation			Bristol			
ITB No.: 15-100609		Title: Portable Toilet Rentals (Annual Contract		Annual Contract with		
Effective Date: 6/28/2016		2 Options to Renew) Expiration Date: 6/28/2017				
Contract APPROVED Amount: \$103,281.00 Number of Renewals to Date: 0						
Contractor(s)	Contract No.	Am	ount Spent	Agrees to Extend		
Mass Services Inc., dba Comfort Zone Portables	1021260	1021260 \$15,600.00				
Total Amount Spent to Date: \$15,600.00						
User Department Recommendation:	Renew	X	Bid □			
Funding for Renewal Term: \$10,000 (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 511 CIP Line Item No. (if applicable): Justification: The aforementioned contract is set to expire June 28, 2017 and requires a renewal for utilization by the Department of Watershed Management (DWM) for the period of June 28, 2017 – June 28, 2018. For the upcoming contracted period, DWM foresees a limited use, however, we will require access to portable toilets for planned projects and potential emergency situations. S/2/2017 Department Director Signature Date						
For Use by Purchasing and Contracting: Approve Deny						
Additional Comments:		51	/Le/17			
Purchasing and Contracting Signature	-		Date			