

**DeKalb County  
Department of Purchasing and Contracting  
Contract Renewal Request Form**

<b>User Department:</b> Facilities Management	<b>From:</b> Purchasing and Contracting Department
<b>RFP No.:</b> 17-500470	<b>Title:</b> Standby Mechanical Engineering and Energy Support Services (Annual Contract with 2 Options to Renew)
<b>Effective Date:</b> December 04, 2018	<b>Expiration Date:</b> December 31, 2019
<b>Contract Approved Amount:</b> \$200,000.00	<b>Number of Renewals to Date:</b> 0

Contractor(s)	Contract No.	Agrees to Extend
JOHNSON, SPELLMAN & ASSOCIATES, INC.	1143737	Yes


**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$200,000  
(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 \_\_\_\_\_  
CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_


**Justification:**

In the first year of the this contract we began ramping of the HVAC design services for this consultant and the invoices are just now coming in. Based on the anticipated Work load in the coming year \$200,000 should be appropriate. Johnson Spellman & Associates have provided excellent service and technical expertise to DeKalb County.

 Department Director Signature  
September 17, 2019 Date

**For Use by Purchasing and Contracting:** Approve  Deny

**Additional Comments:**

 Purchasing and Contracting Signature  
September 17, 2019 Date