

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

User Department: Fleet Management	From: Tammy Shew-Procurement Agent	
CPA No.: ITB#21-101429	Title: Repair of Equipment: All Autos, On the Road, Off the Road, Vehicles, Motorcycles, Trucks, Trailers & Motorized Equipment (Annual with 2 Options to Renew) 2nd Renewal	
Effective Date: 2/7/22	Expiration Date: 2/29/24	
Contract APPROVED Amount: \$15,800,000.00	Number of Renewals to Date: 1	
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Contractor(s) 56 vendors/contracts	Contract No.	Agrees to Extend

<u>User Department Recommendation:</u>	Renew <input checked="" type="checkbox"/>	Bid <input type="checkbox"/>
Funding for Renewal Term: <u>\$7,500,000.00</u> (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 <u>611</u> CIP Line Item No. (if applicable): _____		
<u>Justification:</u> Requesting funds for 2nd year of contract to cover the cost of maintenance and repairs for a fleet of over 3600 County vehicles and pieces of equipment. The cost of service is continually rising in today's market. Fleet is experiencing increased cost in labor and material cost, along with maintaining more "pool" units to meet the demands of supporting departments.		
<h1 style="margin: 0;">Robert Gordon</h1> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Department Director Signature	 Digitally signed by Robert Gordon Date: 2023.11.15 15:28:37 -05'00' <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Date	

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For Use by Purchasing and Contracting:

Approve

Deny

Additional Comments: User Dept request is to exercise the 2nd renewal option

Phyllis Head

12/11/2023

Purchasing and Contracting Signature

Date