

DeKalb County
Department of Purchasing and Contracting
Contract Renewal Request Form

User Department: Facilities Management (FM)	From: Leala Kushner
ITB No.: 17-100822	Title: Supply and Service of Feminine Hygiene Disposal Units
Effective Date: May 9, 2017	Expiration Date: June 09, 2018 May 8, 2018
Contract APPROVED Amount: \$144,000.00	Number of Renewals to Date: 0
Contract RELEASED Amount: \$142,576.15	

Contractor(s)	Contract No.	Agrees to Extend
Southern Textile Rental Services	1064963	

User Department Recommendation: Renew Bid

Funding for Renewal Term: \$144,000.00
(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 100
CIP Line Item No. (if applicable): _____

Justification: *Facilities Management is requesting renewal of contract for 12 additional months. Vendor has provided good service in the area of feminine hygiene.*

Clyde D. Howell Department Director Signature 3/22/18 Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Debra Robinson Purchasing and Contracting Signature 3.22.18 Date