



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

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MEMORANDUM

February 2, 2024

TO: Michelle Butler, Chief Procurement Officer | Purchasing & Contracting

THROUGH: Zachary L. Williams, COO
Rick Lemke, Public Works Director

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

SUBJECT: Proposed Request to Exercise the 2nd Renewal Option for Contract CPA 1290916 – FM Shelton Co. (ITB No. 21-101465, Ready-Mix Concrete (Annual Contract With 2 Renewal Options))

Original Contract Term and Dollar Amount: May 16, 2022 through May 31, 2023 and \$566,246.00.

Previous Changes to the Dollar Amount: Previous 1st Renewal Option and \$375,000.00

Previous Changes to the Term: Previous 1st Renewal Option through May 31, 2024

Proposed Contract Term and Dollar Amount: Propose 2nd Renewal Option for 1 year to May 31, 2025; and funding \$375,000.000.

Detailed Description of Requested Changes:

PW-R&D requests to exercise the Second Renewal Option through May 31, 2025 with \$375,000.00 funding for CPA 1290916 – FM Shelton Co. (ITB No. 21-101465, Ready-Mix Concrete). This will allow the contractor to continue providing Ready-Mix Concrete material at various job sites throughout DeKalb County.

Low Spend due to weather conditions that impacted constructions.

We anticipate using the amount previously requested prior to Covid. Work is expected to increase post Covid.

cc: Crystal Creekmore
Michele Smith