

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

User Department: Tax Commissioner	From: Purchasing & Contracting Department Michele L. Smith, Procurement Agent
ITB No.: 20-101238	Title: Print & Mail Service For Property Tax & Appraisal Statements and Election Documents (Annual Contract with 2 Options to Renew)
Effective Date: July 14, 2020	Expiration Date: June 30, 2021

Contract APPROVED Amount: \$108,987.50	Number of Renewals to Date: 0	
Contractor(s)	Contract No.	Agrees to Extend
Divco Data LLC DBA Diversified Companies, LLC	1218789	YES

User Department Recommendation: Renew Bid

Funding for Renewal Term: \$53,625.00
(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:

We are very pleased with Diversified Co.'s service and responsiveness. We support the renewal of this contract for printing services

Nicole M. Golden Date: 2021.05.10 16:17:58 -04'00'
Digitally signed by Nicole M. Golden May 10, 2021

Department Director Signature **Date**

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Delois Robinson Digitally signed by Delois Robinson
Date: 2021.05.11 16:20:11 -04'00' 5/11/21

Purchasing and Contracting Signature **Date**

DeKalb County
Department of Purchasing and Contracting
Contract Renewal Request Form

User Department: Property Appraisal ITB No.: 20-101238 Effective Date: July 14, 2020	From: Purchasing & Contracting Department Michele L. Smith, Procurement Agent Title: Print & Mail Service For Property Tax & Appraisal Statements and Election Documents (Annual Contract with 2 Options to Renew) Expiration Date: June 30, 2021
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Contract APPROVED Amount: \$108,987.50		Number of Renewals to Date: 0	
Contractor(s)	Contract No.	Agrees to Extend	
Divco Data LLC DBA Diversified Companies, LLC	1218789	YES	

User Department Recommendation: Renew Bid

Funding for Renewal Term: \$27,763
(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:
Diversified Companies has the knowledge and ability to properly print and mail all Property Appraisal's tax related documents. This company knows legislative requirements as well as the mass appraisal system used by the department. Diversified Companies has provided satisfactory services under a previous mail/print agreement.

Donna L. Rosser Digitally signed by Donna L. Rosser
Date: 2021.05.10 14:46:38 -04'00' 05/10/2021

Department Director Signature Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Delois Robinson Digitally signed by Delois Robinson
Date: 2021.05.11 16:20:36 -04'00' 5/11/21

Purchasing and Contracting Signature Date

DeKalb County
Department of Purchasing and Contracting
Contract Renewal Request Form

User Department: Voter Registration & Election

From: Purchasing & Contracting Department
Michele L. Smith, Procurement Agent

ITB No.: 20-101238

Title: Print & Mail Service For Property Tax &
Appraisal Statements and Election Documents
(Annual Contract with 2 Options to Renew)

Effective Date: July 14, 2020

Expiration Date: June 30, 2021

Contract APPROVED Amount: \$108,987.50

Number of Renewals to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
Divco Data LLC DBA Diversified Companies, LLC	1218789	YES

User Department Recommendation:

Renew

Bid

Funding for Renewal Term: \$30,000.00

(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:

Diversified Companies has provided satisfactory services in previous elections.

Chica Hamilton ^{CDN}

Department Director Signature

5/11/2021

Date

For Use by Purchasing and Contracting:

Approve

Deny

Additional Comments:

Delois Robinson

Digitally signed by Delois
Robinson
Date: 2021.05.11
16:56:26 -0400

May 11, 2021

Purchasing and Contracting Signature

Date