



DeKalb County
Department of Purchasing and Contracting
Renewal Request Form

User Department: Department of Watershed Management	From: Purchasing & Contracting
ITB No. 24-101656	Title: On Call HVAC Services (Annual Contract w/ 2 Options to Renew)
Effective Date: July 23, 2024	Expiration Date: July 31, 2025
Contract APPROVED Amount: \$0	Number of Renewals to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
B & W Mechanical Contractors Inc.	1384581	Yes
Galgon HVAC & Mechanical Service Inc.	1384955	Yes
Mann Mechanical Company Inc.	1384963	Yes

User Department Recommendation: Renew ☒ Bid ☐ Increase ☐ Decrease ☐

Funding for Renewal Term: **\$200,000.00**

(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 **511** SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

This contract will be utilized for repairs and maintenance of HVAC units at DWM facilities .
(Galgon HVAC & Mechanical Service, Inc.)\$200,000.00

Georginna Lockett Digitally signed by Georginna Lockett
Date: 2025.06.05 08:26:04 -04'00'

Department Director Signature

Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Willie Moon

Digitally signed by Willie
Moon
Date: 2025.06.14
21:26:52 -04'00'

Purchasing and Contracting Signature


6/14/25

Date



DeKalb County
GEORGIA


DeKalb County
Department of Purchasing and Contracting
Renewal Request Form

User Department:		From: Purchasing & Contracting	
ITB No. 24-101656		Title: On Call HVAC Services (Annual Contract w/ 2 Options to Renew)	
Effective Date: July 23, 2024		Expiration Date: July 31, 2025	
Contract APPROVED Amount: \$0		Number of Renewals to Date: 0	
Contractor(s)	Contract No.	Agrees to Extend	
B & W Mechanical Contractors Inc.	1384581	Yes	
Galgon HVAC & Mechanical Service Inc.	1384955	Yes	
Mann Mechanical Company Inc.	1384963	Yes	
User Department Recommendation: Renew <input type="checkbox"/> Bid <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/>			
Funding for Renewal Term: <u>\$300,000</u> (Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)			
Funding: General <input type="checkbox"/> Enterprise <input type="checkbox"/> 3 Digit Fund Code <u>270</u> SPLOST <input type="checkbox"/> Category _____ CIP Line Item No. (if applicable): _____			
Justification: To provide funding for HVAC service calls during the renewal period.			
<p>Vendor = B & W Mechanical</p> <p>currently familiar with departmental equipment in place, with which allows for faster diagnosis and repair.</p>			
 Department Director Signature		<u>6.9.25</u> Date	

For Use by Purchasing and Contracting:		Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>
Additional Comments:			
Digitally signed by Willie Moon Date: 2025.06.14 21:27:05 -04'00'		<u>6/14/25</u> Date	
Purchasing and Contracting Signature			



DeKalb County
Department of Purchasing and Contracting
Renewal Request Form

User Department: Facilities Management		From: Purchasing & Contracting	
ITB No. 24-101656		Title: On Call HVAC Services (Annual Contract w/ 2 Options to Renew)	
Effective Date: July 23, 2024		Expiration Date: July 31, 2025	
Contract APPROVED Amount: \$0		Number of Renewals to Date: 0	
Contractor(s)		Contract No.	Agrees to Extend
B & W Mechanical Contractors Inc.		1384581	Yes
Galgon HVAC & Mechanical Service Inc.		1384955	Yes
Mann Mechanical Company Inc.		1384963	Yes
User Department Recommendation: Renew <input checked="" type="checkbox"/> Bid <input type="checkbox"/> Increase <input type="checkbox"/> Decrease <input type="checkbox"/>			
Funding for Renewal Term: \$2,475,000.00			
(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 100 SPLOST <input type="checkbox"/> Category _____			
CIP Line Item No. (if applicable): _____			
Justification:			
Facilities Management is requesting renewal of the above contracts for another year. We are requesting the following funding for maintenance & repairs:			
- B&W Mechanical - \$825,000			
- Galgon HVAC & Mechanical - \$825,000			
- Mann Mechanical - \$825,000			
 Department Director Signature		6/10/2025 Date	

For Use by Purchasing and Contracting:		Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>
Additional Comments:			
Willie Moon Digitally signed by Willie Moon Date: 2025.06.14 21:27:16 -04'00'		6-14.25 Date	
Purchasing and Contracting Signature			

DeKalb County
Department of Purchasing and Contracting
Renewal Request Form

User Department: Recreation, Parks & Cultural Affairs (RPCA)	From: Purchasing & Contracting
ITB No. 24-101656	Title: On Call HVAC Services (Annual Contract w/ 2 Options to Renew)
Effective Date: July 23, 2024	Expiration Date: July 31, 2025
Contract APPROVED Amount: \$0	Number of Renewals to Date: 0

Contractor(s)	Contract No.	Agrees to Extend
B & W Mechanical Contractors Inc.	1384581	Yes
Galgon HVAC & Mechanical Service Inc.	1384955	Yes
Mann Mechanical Company Inc.	1384963	Yes

User Department Recommendation: Renew ☒ Bid ☐ Increase ☐ Decrease ☐

Funding for Renewal Term: **\$50,000/1384963**

(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 _____ SPLOST ☐ Category _____
CIP Line Item No. (if applicable): _____

Justification:

RPCA recommends to renew contract 1384963 for on call HVAC services for RPCA.



Department Director Signature

6-14.25

Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Willie Moon

Digitally signed by Willie Moon
Date: 2025.06.14 21:27:26 -04'00'

6/14/25

Purchasing and Contracting Signature

Date