



DeKalb County  
Department of Purchasing and Contracting  
Contract Renewal Request Form

<b>User Department:</b> Public Works - Sanitation		<b>From:</b> Keishia Mosley	
<b>ITB No.:</b> 15-100624		<b>Title:</b> Printing and Mailing Services (Annual Contract with 2 Options to Renew)	
<b>Effective Date:</b> February 25, 2016		<b>Expiration Date:</b> February 28, 2018	
<b>Contract APPROVED Amount:</b> \$144,440.00		<b>Number of Renewals to Date:</b> 1	
<b>Amount Released:</b> \$114,440.00			
<b>Contractor(s)</b>		<b>Contract No.</b>	<b>Agrees to Extend</b>
Fuentes Enterprises, Inc. DBA Interprint Communications		1006267	
<b>User Department Recommendation:</b> Renew <input checked="" type="checkbox"/> Bid <input type="checkbox"/>			
<b>Funding for Renewal Term:</b> Sanitation - Operating (Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)			
<b>Funding:</b> General <input checked="" type="checkbox"/> Enterprise <input type="checkbox"/>		<b>3 Digit Fund Code:</b> 541	
<b>CIP Line Item No. (if applicable):</b> _____			
<b>Award Amount(s):</b> \$ 50,000			
<b>Vendor 1:</b> Fuentes Ent. Inc. dba Interprint Communications		<b>Vendor 2:</b> _____	
<small>Name/Amount</small>		<small>Name/Amount</small>	
<b>Vendor 3:</b> _____		<b>Vendor 4:</b> _____	
<small>Name/Amount</small>		<small>Name/Amount</small>	
<b>Justification:</b> Printing of material for recycling program, holiday calendars, collection procedures and other departmental graphics design brochures as needed.			
 Department Director Signature		11/8/17 Date	
<b>For Use by Purchasing and Contracting:</b> Approve <input checked="" type="checkbox"/> Deny <input type="checkbox"/>			
<b>Additional Comments:</b>			
 Purchasing and Contracting Signature		11/16/17 Date	