



DeKalb County  
Department of Purchasing and Contracting  
Contract Renewal Request Form

**User Department:** Fleet **From:** Tammy Shew-Procurement Agent  
**CPA No.:** 1144337,1144744,1143262,1143323,1143315, 1144405 **Title:** Lubricants (Annual with 2 options to Renew)  
**ITB#18-100969**  
**Effective Date:** 1/8/19 **Expiration Date:** 01/31/20  
**Contract APPROVED Amount:** \$356,726.00 **Number of Renewals to Date:** 0

Contractor(s)	Contract No.	Agrees to Extend
Dilmar Oil Co.	1143262	Yes
Brewer Hendley	1144337	Yes
Lubrication Engineers Ltd.	1143323	Yes
The McPherson Co.	1143315	Yes
NE Lubricants	1144405	
Taylor Ent.	1144744	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$300,00.00  
 (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 611  
 CIP Line Item No. (if applicable):

**Justification:**

Requesting Renewal Contract (1<sup>st</sup> Option) with existing vendors. The funding request is for 12 months and allows for the uncertainties in the rising cost of oil and the changing demands for the various types of County vehicles. With the current contract balance, it is projected to run out before the contract expiration date; therefore, the funds for this contract need to be increased to maintain the County Fleet.

*Robert Gordon*

Department Director Signature

*10/18/19*

Date

*Approved*

*Phyllis A. Ifeagha*

*10/23/19*

FLEET

Lubricants

CPA #	ITB #	Vendor Name	Renewal Amount
1143262	18-100969	Dilmar	125,000.00
1144337	18-100969	Brewer	30,000.00
1144744	18-100969	Taylor Enterprise	5,000.00
1144405	18-100969	Northeast Lubricants	5,000.00
<del>1149323</del>	<del>18-100969</del>	<del>Lubrication Engineer</del>	<del>0.00</del>
1143315	18-100969	The McPherson	135,000.00
			\$ 300,000.00

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