

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

User Department: Fleet	From: Tammy Shew-Procurement Agent
CPA No.: 2000029, 2000028 & 2000024	Title: Anti-freeze (ITB#24-101667) (2nd of 2 Options to Renew)
Effective Date: 9/1/24	Expiration Date: 9/30/26
Contract APPROVED Amount: \$140,000.00	Number of Renewals to Date: 1

Contractor(s)	Contract No.	Agrees to Extend
Napa Auto Parts -CPA #2000028		Yes
The McPherson Co.-CPA#2000024		Yes NO <i>ES</i>
Taylor Ent. Inc.-CPA#2000029		Yes

User Department Recommendation: Renew Bid

Funding for Renewal Term: \$ 108,000.00
(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 611
CIP Line Item No. (if applicable): _____

Justification:
Renewal request with existing vendors to purchase anti-freeze to service the County vehicles.

Digitally signed by Vernetha Halls
Halls
Date: 2026.05.26 18:23:08
-04'00'

Vernetha Halls
06/26/2026

Department (Interim) Director Signature
Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Jovan Hooper
Digitally signed
by Jovan Hooper
Date: 2026.06.03
12:25:18 -04'00'

Purchasing and Contracting Signature
Date