



DeKalb County
GEORGIA

DeKalb County
Department of Purchasing and Contracting
Contract Renewal Request Form

User Department: Sanitation

From: Tracy A. Hutchinson

ITB No.: 23-101577

Title: Printing Services

Effective Date: September 28, 2023

Expiration Date: September 30, 2025

Contract APPROVED Amount: \$99,798.00

Number of Renewals to Date: 1

Amount Released: \$57,393.00

Contractor(s)

Contract No.

Agrees to Extend

Fuentes Enterprises, Inc.

1348743

User Department Recommendation:

Renew ☒

Bid ☐

Funding for Renewal Term: \$35,000.00

(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General ☐ Enterprise ☐ x
CIP Line Item No. (if applicable):

3 Digit Fund Code 541 – Sanitation Operating (\$25,000.00)
272 - Unincorporated Beautification (\$10,000.00)

Award Amount(s):

Vendor 1: Fuentes Enterprises/\$35,000.00
Name/Amount

Vendor 2: _____
Name/Amount

Vendor 3: _____
Name/Amount

Vendor 4: _____
Name/Amount

Justification:

PW- Sanitation would like to renew the contract for one additional term until September 30, 2025. This contract provides graphic and printing services for the Sanitation/Beautification Division brochures, flyers, door hangers, etc.


Department Director Signature

7/1/25
Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Jovan
Hooper

Digitally signed by
Jovan Hooper
Date: 2025.08.28
14:30:46 -04'00'

Purchasing and Contracting Signature

Date