

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

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|--|--|--|--|
| <b>User Department: Department of Facilities Management (FM)</b> |  | <b>From: Keishia Mosley</b>                            |  |
| <b>ITB No.: 15-100474</b>  |  | <b>Title: Maintenance and Repair of Overhead Doors</b> |  |
| <b>Effective Date: July 14, 2015</b>                             |  | <b>Expiration Date: July 31, 2017</b>                  |  |
| <b>Contract APPROVED Amount: \$443,000.00</b>                    |  | <b>Number of Renewals to Date: 1</b>                   |  |

  

| Contractor(s)               | Contract No. | Agrees to Extend |
|-----------------------------|--------------|------------------|
| Atlanta's Professional Door | 975497       | Yes              |

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$150,000.00  
 (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 100.522201.01120  
 CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:** Department is requesting renewal of contract for 12-months. Facilities Management spent \$143,146.94 in 2016. We have noticed a slight increase in work requests for overhead door maintenance and repairs. Therefore, we are requesting ~~additional funds~~ to meet the demands.   
 To raise the limit <sup>to</sup>

Cheryl Small Department Director Signature 5/25/17 Date

**For Use by Purchasing and Contracting:** Approve  Deny

**Additional Comments:**

Christy Hood Purchasing and Contracting Signature 5/26/17 Date