

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

User Departments: Department of Watershed Management (DWM)	From: Sophia Thomas
ITB No.: 17-100891	Title: Manhole Castings & Accessories
Effective Date: April 24, 2018	Expiration Date: April 23, 2019
Contract APPROVED Amount: \$288,081.85	Number of Renewals to Date: 0
Amount Released: \$20,968.47 \$283,730.27	

Contractor(s) Delta Municipal Supply Company	Contract No. 1107795	Agrees to Extend
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User Department Recommendation: Renew Bid

Funding for Renewal Term: **\$ 288,081.85**
(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 511
CIP Line Item No. (if applicable): _____ Award Amount(s): _____

Vendor 1: _____ Name/Amount
Vendor 2: _____ Name/Amount
Vendor 3: _____ Name/Amount
Vendor 4: _____ Name/Amount

Justification:
The aforementioned contract is set to expire April 23, 2019 and requires a renewal for utilization by the Department of The Department Watershed Management (DWM) for the period of April 24, 2019 - April 23, 2020. DWM have multiple efforts that require the use, rehabilitation and or change out of Manhole Rings and covers. Due to a short term capacity project in the wastewater system we saw an unexpected up-tick in the overall spend during the previous term of this contract. We currently have no indication of such projects requiring the use of the Manhole Ring and Cover contract outside of normal Operational concerns in 2019 term. The low spend over the past term was mainly due to excess inventory remaining from the Capacity Project from the previous contract term.

Reginald Wells Digitally signed by Reginald Wells
Date: 2019.02.28 16:07:03 -05'00' 2/28/2019
Department Director Signature Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

Cathy Horner
Purchasing and Contracting Signature 3/6/19