

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

**User Department: E911**

**From: Purchasing and Contracting Department**

**ITB No.: 17-100902**

**Title: Uniforms for County Employees (Annual Contract with 4 Options to Renew)**

**Effective Date: March 27, 2018**

**Expiration Date: March 31, 2020**

**Contract APPROVED Amount: \$5,204,161.74**

**Number of Renewals to Date: 1**

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:**

Renew

Bid

Funding for Renewal Term: \$50,000.00

(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 215 Telephone Fund

CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:** To request funding and 2<sup>nd</sup> option to renew. Department utilizes items under the NAFECO contract only for this contract.

M. H. Moyle  
Department Director Signature

2/6/2020  
Date

**For Use by Purchasing and Contracting:**

Approve

Deny

**Additional Comments:**

Debra Robinson  
Purchasing and Contracting Signature

2/11/2020  
Date

DeKalb County  
 Department of Purchasing and Contracting  
 Contract Renewal Request Form

**User Department: Police Services**

**From: Purchasing and Contracting Department**

**ITB No.:** 17-100902

**Title:** Uniforms for County Employees (Annual Contract with 4 Options to Renew)

**Effective Date:** March 27, 2018

**Expiration Date:** March 31, 2020

**Contract APPROVED Amount:** \$5,204,161.74

**Number of Renewals to Date:** 1

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:**

Renew

Bid

Funding for Renewal Term: \$80,000.00

(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 274 Police Fund

CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:** To request funding and 2<sup>nd</sup> option to renew. Department utilizes items under the NAFECO contract only for this contract.



Department Director Signature

2/10/2020

Date

**For Use by Purchasing and Contracting:**

Approve

Deny

**Additional Comments:**



Purchasing and Contracting Signature

2/11/2020

Date

DeKalb County  
 Department of Purchasing and Contracting  
 Contract Renewal Request Form

<b>User Department:</b> Sanitation	<b>From:</b> Purchasing and Contracting Department
<b>ITB No.:</b> 17-100902	<b>Title:</b> Uniforms for County Employees (Annual Contract with 4 Options to Renew)
<b>Effective Date:</b> March 27, 2018	<b>Expiration Date:</b> March 31, 2020
<b>Contract APPROVED Amount:</b> \$5,204,161.74	<b>Number of Renewals to Date:</b> 1

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$80,000.00  
 (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 541 - Sanitation Enterprise \_\_\_\_\_  
 CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:** PW-Sanitation would like to extend the contracts with E.R Partridge and NEFECO for one additional term. These contracts will provide uniforms for Sanitation employees. An additional \$25,000 is included in the award amount to purchase high visibility safety/reflective stripes jackets and coveralls.

ER Partridge = \$50,000.00  
 NAFECO = \$30,000.00  
 \$80,000.00

*Debra Robinson* 2/6/20  
 Department Director Signature Date

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

**Additional Comments:**

*Debra Robinson* 2/11/2020  
 Purchasing and Contracting Signature Date

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

<b>User Department:</b> <u>Fleet Management</u>	<b>From:</b> Purchasing and Contracting Department
<b>ITB No.:</b> 17-100902	<b>Title:</b> Uniforms for County Employees (Annual Contract with 4 Options to Renew)
<b>Effective Date:</b> March 27, 2018	<b>Expiration Date:</b> March 31, 2020
<b>Contract APPROVED Amount:</b> \$5,204,161.74	<b>Number of Renewals to Date:</b> 1

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:** Renew  Bid

**Funding for Renewal Term:** \$ 50,000.00  
(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): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:**  
Work uniforms for Fleet employees.

ON Behalf: [Signature] \_\_\_\_\_ 02/07/2020  
Department Director Signature Date

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

**Additional Comments:**

[Signature] \_\_\_\_\_ 2/21/2020  
Purchasing and Contracting Signature Date

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

<b>User Department: Roads &amp; Drainage</b>	<b>From: Purchasing and Contracting Department</b>
<b>ITB No.: 17-100902</b>	<b>Title: Uniforms for County Employees (Annual Contract with 4 Options to Renew)</b>
<b>Effective Date: March 27, 2018</b>	<b>Expiration Date: March 31, 2020</b>
<b>Contract APPROVED Amount: \$5,204,161.74</b>	<b>Number of Renewals to Date: 1</b>


Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$100,000.00  
(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 271  
CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_


**Justification:**  
We are requesting funding in the amount of \$100,000.00 to ensure we have adequate funding to support purchases for current employees and any new hires

  
 Peggy V. Allen  
 February 6, 2020

Department Director Signature \_\_\_\_\_ Date \_\_\_\_\_

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

**Additional Comments:**

  
 Debra Robinson  
 Feb. 11, 2020

Purchasing and Contracting Signature \_\_\_\_\_ Date \_\_\_\_\_

DeKalb County  
Department of Purchasing and Contracting  
Contract Renewal Request Form

<b>User Department:</b> Recreation, Parks and Cultural Affairs	<b>From:</b> Purchasing and Contracting Department
<b>ITB No.:</b> 17-100902	<b>Title:</b> Uniforms for County Employees (Annual Contract with 4 Options to Renew)
<b>Effective Date:</b> March 27, 2018	<b>Expiration Date:</b> March 31, 2020
<b>Contract APPROVED Amount:</b> \$5,204,161.74	<b>Number of Renewals to Date:</b> 1


Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes


**User Department Recommendation:** Renew  Bid

**Funding for Renewal Term:** E.R. Partridge/\$40,000 NAFECO/\$7500  
(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 271  
CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_


**Justification:**  
RPCA utilizes both E.R. Partridge and NAFECO for employee uniforms. RPCA requests a renewal for a total of \$47,500 for contract 1104021 and 1104015 split \$7500 for NAFECO and \$40,000 for E.R. Partridge.


  
 \_\_\_\_\_  
 Department Director Signature

  
 \_\_\_\_\_  
 Date

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

**Additional Comments:**

  
 \_\_\_\_\_  
 Purchasing and Contracting Signature

  
 \_\_\_\_\_  
 Date

DeKalb County  
Department of Purchasing and Contracting  
Contract Renewal Request Form

<b>User Department:</b> Facilities Management	<b>From:</b> Purchasing and Contracting Department
<b>ITB No.:</b> 17-100902	<b>Title:</b> Uniforms for County Employees (Annual Contract with 4 Options to Renew)
<b>Effective Date:</b> March 27, 2018	<b>Expiration Date:</b> March 31, 2020
<b>Contract APPROVED Amount:</b> \$5,204,161.74	<b>Number of Renewals to Date:</b> 1

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$28,000.00  
(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  
CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:** *Facilities Management is requesting renewal of contract*

*[Signature]* \_\_\_\_\_ 2/6/2020  
Department Director Signature Date

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

**Additional Comments:**

*[Signature]* \_\_\_\_\_ 2/11/2020  
Purchasing and Contracting Signature Date



DeKalb County  
 Department of Purchasing and Contracting  
 Contract Renewal Request Form

<b>User Department:</b> Beautification	<b>From:</b> Purchasing and Contracting Department
<b>ITB No.:</b> 17-100902	<b>Title:</b> Uniforms for County Employees (Annual Contract with 4 Options to Renew)
<b>Effective Date:</b> March 27, 2018	<b>Expiration Date:</b> March 31, 2020
<b>Contract APPROVED Amount:</b> \$5,204,161.74	<b>Number of Renewals to Date:</b> 1

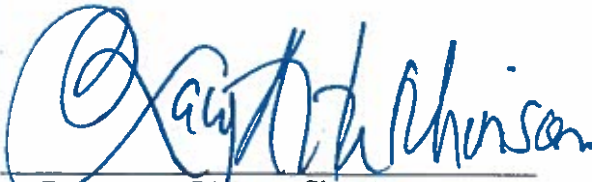
Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$25,000.00  
 (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 272 - Unincorporated Beautification  
 CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:** Beautification would like to extend the contracts with E.R Partridge for one additional term. This contract provides uniforms for Beautification employees. An additional \$15,000.00 is included in the award amount to purchase high visibility safety/reflective stripes jackets and coveralls.


2/6/20  
 \_\_\_\_\_  
 Department Director Signature Date

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

**Additional Comments:**


2/11/2020  
 \_\_\_\_\_  
 Purchasing and Contracting Signature Date



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

**User Department: DEMA**

**From: Purchasing and Contracting Department**

**ITB No.:** 17-100902

**Title:** Uniforms for County Employees (Annual Contract with 4 Options to Renew)

**Effective Date:** March 27, 2018

**Expiration Date:** March 31, 2020

**Contract APPROVED Amount:** \$5,204,161.74

**Number of Renewals to Date:** 1

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:**

Renew

Bid

**Funding for Renewal Term:** \$10,000.00

(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 \_\_\_\_\_  
 CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:** To request funding and 2<sup>nd</sup> option to renew. Department utilizes items under the NAFECO contract only for this contract.

  
 Department Director Signature

2/10/20  
 Date

**For Use by Purchasing and Contracting:**

Approve

Deny

**Additional Comments:**

  
 Purchasing and Contracting Signature

2/11/2020  
 Date

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

<b>User Department: DeKalb Peachtree Airport</b>	<b>From: Purchasing and Contracting Department</b>
<b>ITB No.: 17-100902</b>	<b>Title: Uniforms for County Employees (Annual Contract with 4 Options to Renew)</b>
<b>Effective Date: March 27, 2018</b>	<b>Expiration Date: March 31, 2020</b>
<b>Contract APPROVED Amount: \$5,204,161.74</b>	<b>Number of Renewals to Date: 1</b>


Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$12,000  
(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 551  
CIP Line Item No. (if applicable): \_\_\_\_\_  SPLOST \_\_\_\_\_

**Justification:**  
Uniforms for ten (10) Maintenance employees and seven (7) Security employees for fall/winter and spring/summer as needed.

  
 \_\_\_\_\_  
 Department Director Signature Date 02/07/2020

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

**Additional Comments:**

  
 \_\_\_\_\_  
 Purchasing and Contracting Signature Date 2/17/2020

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

<b>User Department:</b> Watershed Management	<b>From:</b> Purchasing and Contracting Department
<b>ITB No.:</b> 17-100902	<b>Title:</b> Uniforms for County Employees (Annual Contract with 4 Options to Renew)
<b>Effective Date:</b> March 27, 2018	<b>Expiration Date:</b> March 31, 2020
<b>Contract APPROVED Amount:</b> \$5,204,161.74	<b>Number of Renewals to Date:</b> 1

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$ 180,000.00  
 (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 511  
 CIP Line Item No. (if applicable): N/A  SPLOST N/A

**Justification:**  
 The aforementioned contract for E.R. Partridge, Inc. is set to expire March 31, 2020 and requires a renewal for utilization by the Department of Watershed Management for the period of April 1, 2020 – March 31, 2021 to continue to occasionally purchase seasonal uniform items that are not a part of the regular rental uniform program. This funding provides for items such as wind breakers, T-shirts and the like as necessary for the department.

**Reginald Wells** Digitally signed by Reginald Wells  
Date: 2020.02.12 16:35:52 -05'00' 2/12/2020  
 Department Director Signature Date

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



**Additional Comments:**

*Delois Robinson* Digitally signed by Delois Robinson  
Date: 2020.02.13 10:37:00 -05'00' February 13, 2020  
 Purchasing and Contracting Signature Date

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

<b>User Department:</b> Marshal's Office	<b>From:</b> Purchasing and Contracting Department
<b>ITB No.:</b> 17-100902	<b>Title:</b> Uniforms for County Employees (Annual Contract with 4 Options to Renew)
<b>Effective Date:</b> March 27, 2018	<b>Expiration Date:</b> March 31, 2020
<b>Contract APPROVED Amount:</b> \$5,204,161.74	<b>Number of Renewals to Date:</b> 1

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge, Inc.	1104021	Yes
NAFECO	1104015	Yes

<b>User Department Recommendation:</b>		Renew <input checked="" type="checkbox"/>	Bid <input type="checkbox"/>
Funding for Renewal Term: <u>\$50,000.00</u> (Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)			
Funding: General <input checked="" type="checkbox"/> Enterprise <input type="checkbox"/>		3 Digit Fund Code: <u>100</u>	
CIP Line Item No. (if applicable): _____		<input type="checkbox"/> SPLOST _____	
<b>Justification:</b>			
<u>Vendor 1. ER Partridge</u>		<u>\$20,000.0</u>	
<u>Vendor 1. NAFECO</u>		<u>\$30,000.00</u>	
<u></u>		<u>2/13/20</u>	
Department Director Signature		Date	
<b>For Use by Purchasing and Contracting:</b>		Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>
<b>Additional Comments:</b>			
<u></u>		<u>2/13/2020</u>	
Purchasing and Contracting Signature		Date	

DeKalb County  
 Department of Purchasing and Contracting  
 Contract Renewal Request Form

**User Department:** Fire & Rescue **From:** Purchasing and Contracting Department  
**ITB No.:** 17-100902 **Title:** Uniforms for County Employees (Annual Contract with 4 options to renew).  
**Effective Date:** March 27, 2018 **Expiration Date:** March 31, 2020  
**Contract APPROVED Amount:** \$5,204,161.74 **Number of Renewals to Date:** 0

Contractor(s)	Contract No.	Agrees to Extend
E. R. Partridge Inc.	1104021	YES
NAFECO	1104015	YES

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$ 1,500,000.00  
 (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 270  
 CIP Line Item No. (if applicable): \_\_\_\_\_

Award Amount (s) \_\_\_\_\_

Vendor 1: NAFECO / \$ 1,500,000.00 Vendor 2: \_\_\_\_\_  
 Name/Amount Name/Amount

Vendor 3: \_\_\_\_\_  
 Name/Amount

**Justification:** Fire Rescue Services has been extremely pleased with the service provided by NAFECO. We fully support the renewal of this contract for the 2020 term. Fire Rescue will continue the effort to supply all staff with a second set of turnout gear and update existing old sets.

\_\_\_\_\_  
 Department Director Signature 1-6-2020  
Date

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

**Additional Comments:**  
Delavi Robinson 2-13-2020  
Date  
 Purchasing and Contracting Signature

