

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

| | |
|---|---|
| User Department: Fleet | From: Tammy Shew-Procurement Agent |
| CPA No.: 1260946 & 1260951 | Title: Anti-freeze (ITB#21-101394) (2nd of 2 Options to Renew) |
| Effective Date: 7/5/21 | Expiration Date: 7/31/23 |
| Contract APPROVED Amount: \$180,000.00 | Number of Renewals to Date: 1 |

| Contractor(s) | Contract No. | Agrees to Extend |
|-------------------------------|--------------|------------------|
| Napa Auto Parts -CPA #1260951 | | Yes |
| The McPherson Co.-CPA#1260946 | | Yes |

| | | |
|---|---|------------------------------|
| <u>User Department Recommendation:</u> | Renew <input checked="" type="checkbox"/> | Bid <input type="checkbox"/> |
| Funding for Renewal Term: <u>\$ 90,000.00</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>611</u> | | |
| CIP Line Item No. (if applicable): _____ | | |
| <u>Justification:</u> | | |
| Funds requested for renewal of anti-freeze contract to be used to service County vehicles and pieces of equipment. | | |
| NAPA \$50,000 | | |
| McPherson \$40,000 | | |
| Robert Gordon <small>Digitally signed by Robert Gordon Date: 2023.04.06 13:25:43 -04'00'</small> | <u>4/6/2023</u> | |
| Department Director Signature | Date | |

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For Use by Purchasing and Contracting:

Approve

Deny

Additional Comments:

Phyllis A. Head

04/20/2023

Purchasing and Contracting Signature

Date