User Department's Recommendation

User Department Name: _____

Recommended Bidder(s) meets our approval.

Bidder 1: _____   **Bidder 2:** _____
             Name/Amount   Name/Amount

Bidder 3: _____   **Bidder 4:** _____
             Name/Amount   Name/Amount

Project Amount This Term: _____.

Funding:
General ☐   **Enterprise** ☐   **3 Digit Fund Code** _____
CIP Line Item No. (if applicable): _____ ☐ **SPLOST**

Justification:

_____   *Allen Mitchell* _____
Name, Title   Date   Department Director   Date

Purchasing and Contracting Department, Maloof Administration Building ▪ 1300 Commerce Drive, 2nd Floor ▪ Decatur, Georgia 30030 ▪
404-371- 6331 Office ▪ 404-371-7006 Fax ▪ Website: www.dekalbcountyga.gov

1

Rev. 8/22/2017