

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> 18-100961	<b>Title:</b> Maintenance and Repair of Overhead Doors (Annual Contract with 2 Options to Renew)
<b>Effective Date:</b> August 28, 2018	<b>Expiration Date:</b> August 30, 2019
<b>Contract Approved Amount:</b> \$300,000.00	<b>Number of Renewals to Date:</b> 0

Contractor(s)	Contract No.	Agrees to Extend
Overhead Door Company of Atlanta	1124834	Yes

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$ 300,000.00  
 (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 the renewal of annual contract for maintenance and repairs of Overhead Doors.

*Clyde A. Small*

Department Director Signature

7/8/19

Date

**For Use by Purchasing and Contracting:**

Approve

Deny

**Additional Comments:**

*Delois Robinson*

Purchasing and Contracting Signature

7/9/19

Date