



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

User Department: Tax Commissioner	From: Purchasing and Contracting Department
ITB No.: 17-100897	Title: Title Research Services (Annual Contract – 3 Options To Renew)
Effective Date: January 23, 2018	Expiration Date: January 22, 2020
Contract Approved Amount: \$492,350.00	Number of Renewals to Date: 1

Contractor(s)	Contract No.	Agrees to Extend
Standard Title & Abstract Co.	1094844	Yes

User Department Recommendation:	Renew <input checked="" type="checkbox"/>	Bid <input type="checkbox"/>
Funding for Renewal Term: <u>\$200,000</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 _____		
Justification:		
<small>With the hiring of an additional collector/position in the Delinquent Collections Division within the Tax Commissioner's Office, we anticipate an increase of 1,200-1,400 properties of which we will need title research performed. This is the reason for the increase in funding request for our Office.</small>		
 _____ Department Director Signature	<u>11/22/19</u> _____ Date	
For Use by Purchasing and Contracting:		
Approve <input checked="" type="checkbox"/> Deny <input type="checkbox"/>		
Additional Comments:		
 _____ Purchasing and Contracting Signature	<u>11/22/2019</u> _____ Date	