

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

User Department: Fleet	From: Chequetta Allen
ITB No.: 16-100757	Title: Leasing of Undercover Vehicles
Effective Date: 10/5/16	Expiration Date: 10/31/18
Contract APPROVED Amount:	Number of Renewals to Date: 1
Amount Released: \$111,699.94 PA	

Contractor(s)	Contract No.	Agrees to Extend
Enterprise Fleet Management	1032898	Yes

User Department Recommendation: Renew Bid

Funding for Renewal Term: \$63,000
(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 621
CIP Line Item No. (if applicable): _____

Award Amount(s):

Vendor 1: _____ Name/Amount	Vendor 2: _____ Name/Amount
Vendor 3: _____ Name/Amount	Vendor 4: _____ Name/Amount
Vendor 5: _____ Name/Amount	Vendor 6: _____ Name/Amount
Vendor 7: _____ Name/Amount	Vendor 8: _____ Name/Amount
Vendor 9: _____ Name/Amount	Vendor 10: _____ Name/Amount

Justification:

Extension needed for required annual procurement of lease replacements.

Robert York
Department Director Signature

8-29-18
Date

Contract Renewal Request Form

For Use by Purchasing and Contracting: Approve Deny

Additional Comments: Contract # 1032898

Chylis A Head
Purchasing and Contracting Signature

9/4/18
Chylis A Head
Date