

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

<b>User Department:</b> Watershed Management		<b>From:</b> Angel Frazier	
<b>ITB No.:</b> 15-100568		<b>Title:</b> Small Domestic Brass Fittings and Gate Valves (Annual Contract w/2 Options to Renew)	
<b>Effective Date:</b> November 10, 2015		<b>Expiration Date:</b> November 30, 2017	
<b>Contract APPROVED Amount:</b> \$3,487,704.68		<b>Number of Renewals to Date:</b> 1	

Contractor(s)	Contract No.	Amount Spent	Agrees to Extend
Delta Municipal Supply Company, Inc.	990810	\$1,521,071.54	Yes <i>[Signature]</i>

**User Department Recommendation:** Renew  Bid

Funding for Renewal Term: \$3,487,000.00  
(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 511  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Justification:**  
The aforementioned contract is set to expire November 30, 2017 and requires a renewal for utilization by the Department of Watershed Management (DWM) for the period of December 1, 2017 – November 30, 2018. For the impending contract period, we anticipate increased usage of the Small Domestic Brass Fittings and Gate Valves contract due to the Department's efforts to install new water meters and other ancillary parts. The Small Domestic Brass contract is vital to the water meter installation and maintenance process. The 2017 shortfall was due to complications regarding meter installations not expected in the upcoming term. DWM has been tasked with installing 40,000 water meters. It will take a considerable amount of brass fittings in order for this to be completed. On average, in a normal year, DWM installs 10 to 15 thousand water meters in a year and averages \$1.5 million dollars in brass fittings to do so. *9/18/17*

DWM is attaching the bid schedule with the updated manufacturer ID Numbers for the identified parts.

*[Signature]* 9/25/2017  
Department Director Signature Date

**For Use by Purchasing and Contracting:** Approve  Deny

**Additional Comments:**

*[Signature]* 9/26/17  
Purchasing and Contracting Signature Date