

DeKalb County
Department of Purchasing and Contracting
Contract Renewal Request Form

User Department: Fleet

From: Tammy Shew-Procurement Agent

CPA No.: 1355468

Title: ITB#23-101588 Maintenance, Cleaning & Inspection of Fuel Tanks including Removal, Relocation & Installation
(2nd of 2 Options to Renew)

Effective Date: 12/1/23

Expiration Date: 12/31/25

Contract APPROVED Amount: \$400,000.00

Number of Renewals to Date: 1

Contractor(s)

Contract No.

Agrees to Extend

SP Petroleum Transporters -CPA
#1355468

Yes

User Department Recommendation:

Renew ☒

Bid ☐

Funding for Renewal Term: \$ 200,000.00

(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 611
CIP Line Item No. (if applicable):

Justification:

Renewal for services being provided for maintenance, cleaning, and inspections of the County fuel tanks at various fuel sites located throughout the County.

Robert Gordon

Digitally signed by Robert Gordon

Date: 2025.09.12 12:55:02 -04'00'

Department Director Signature

Date

For Use by Purchasing and Contracting:

Approve ☒

Deny ☐

Additional Comments:

Jovan
Hooper

Digitally signed by

Jovan Hooper

Date: 2025.09.25

12:29:39 -04'00'

Purchasing and Contracting Signature

Date