

DeKalb County
 Department of Purchasing and Contracting
 Contract Renewal Request Form

User Department: PW – Roads and Drainage, Watershed Management	From: Kybeem Bristol
ITB No.: 16-100681	Title: Steel Plates (Annual Contract with 2 Options to Renew)
Effective Date: 7/28/2015	Expiration Date: 7/12/2017
Contract APPROVED Amount: \$139,788.00	Number of Renewals to Date: 1

Contractor(s)	Contract No.	Amount Spent	Agrees to Extend
F.M. Shelton, Inc.	1023075	\$4,861.80	Yes

Total Amount Spent to Date: \$4,861.80

User Department Recommendation: Renew Bid

Funding for Renewal Term: \$30,000.00
 (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 581
 CIP Line Item No. (if applicable): _____

Justification:
 This vendor has provided satisfactory services in recent months. Therefore, we wish to exercise our option to renew this contract for one (1) year. The funding for the renewal term is to ensure we have immediate access to supplies and are positioned to address any unforeseen emergencies. In addition, this contract will support the material need for Watershed Management.

✓

 Peggy V. Allen
 Department Director Signature

 05/12/2017
 Date

For Use by Purchasing and Contracting: Approve Deny

Additional Comments:

 Purchasing and Contracting Signature

 5/16/17
 Date