

DeKalb County Government

Manuel J. Maloof Center 1300 Commerce Drive Decatur, Georgia 30030

Agenda Item

File ID: 2020-0039 Substitute 3/10/2020

Purchasing Type: Change Order (CO)

Public Hearing: YES □ **NO** ☒ **Department:** Purchasing & Contracting

AGENDA ITEM:

Commission District(s): All

CO - Change Order No. 1 for Contract Nos.: 1116976 and 1116980, Anti-Freeze (Annual Contract with 2 Options to Renew): for Public Works - Fleet Management. This contract consists of purchasing anti-freeze for County vehicles and equipment. Awarded to NAPA Auto Parts and Dilmar Oil Co. Total Amount Not To Exceed: \$45,000.00.

Information Contact: Cathryn G. Horner, Interim Director

Phone Number: (404) 371-6334

PURPOSE:

Awarded on June 22, 2018 for an amount not to exceed \$99,000.00. On July 9, 2019, the BOC approved the 1st renewal option for an amount not to exceed \$50,000.00. The funds from the 1st renewal have now been exhausted. This request is to add additional funding so that the County can continue to purchase anti-freeze to maintain the County vehicles and equipment.

RECOMMENDATION:

Recommend approval of Change Order No. 1 with:

NAPA Auto Parts, 3614 Memorial Drive, Decatur, GA 30030

Estimated Amount: \$26,236.00

Dilmar Oil Co., 1951 W. Darlington St., Florence, SC 29501

Estimated Amount: \$54,470.00

Total Amount Not To Exceed: \$45,000.00

ADDITIONAL INFORMATION:

Contract Effective Date:
 Contract Expiration Date:
 Amount Spent To Date:
 \$80,706.00

\$34,222.78 – Initial

 $$46,483.22 - 1^{st}$ Renewal

4. Funding: Vehicle Maintenance (Fleet Management)

DeKalb County Department of Purchasing and Contracting Change Order Request Form

User Department: Fleet	From: Tammy Shew-Procurement Agent Title: Anti-Freeze-18-100971		
CPA No.: 1021418			
Effective Date: June 22,2018	Expiration Date: July 31, 2020		
Contract APPROVED Amount: 149,00	0.00		
Contractor(s)	Contract No.	Amount Spent	
Dilmar	1116976	\$54,470	
Napa	1116980	\$26,236	
Total Amount Spent to Date: \$80,706			
User Department Recommendation: Requesting funds in the amount of \$45,000. Freezier until July 31, 2020. Department Director Signature Funding: General Enterprise CIP Line Item No. (if applicable):	3 Digit Fund Cod	2-21-20 Date	sted and contract does not
For Use by Purchasing and Contracting:	Approve	☑ Deny	
Additional Comments:		261/2020	
urchasing and Contracting Signature Date			