



# DeKalb County Government

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

## Legislation Details (With Text)

**File #:** 2021-2573    **Version:** 1    **Name:**  
**Type:** Resolution    **Status:** Action  
**File created:** 5/6/2021    **In control:** Board of Commissioners  
**On agenda:** 6/22/2021    **Final action:**  
**Title:** Commission District(s): ALL  
REN - Print and Mail Service For Property Tax and Appraisal Statements and Election Documents (Annual Contract - 1st Renewal of 2 Options to Renew): Contract No. 1218789 for use by the Tax Commissioner, Property Appraisal and Voter Registration & Elections (VRE). Consists of printing and mailing property assessments, tax appraisals and voter applications and election documents to citizens of DeKalb County. Awarded to: Diversified Companies, Inc. Amount Not To Exceed: \$111,388.00.

### Indexes:

**Attachments:** 1. Agenda Notes\_2021-2573, 2. UD Contract Renewal Request Forms-3

Date	Ver.	Action By	Action	Result
6/22/2021	1	Board of Commissioners		
6/8/2021	1	FAB-Finance, Audit & Budget Committee	recommended for approval.	Pass
6/8/2021	1	Board of Commissioners		
6/1/2021	1	Committee of the Whole	Accepted to the BOC agenda and assigned	

**Purchasing Type:** Renewal (REN)

**Public Hearing:** YES ☐ NO ☒

**Department:** Purchasing & Contracting

### AGENDA ITEM:

**Commission District(s):** ALL

REN - Print and Mail Service For Property Tax and Appraisal Statements and Election Documents (Annual Contract - 1<sup>st</sup> Renewal of 2 Options to Renew): Contract No. 1218789 for use by the Tax Commissioner, Property Appraisal and Voter Registration & Elections (VRE). Consists of printing and mailing property assessments, tax appraisals and voter applications and election documents to citizens of DeKalb County. Awarded to: Diversified Companies, Inc. Amount Not To Exceed: \$111,388.00.

**Information Contact:** Cathryn G. Horner, Director

**Phone Number:** (404) 371-6334

### PURPOSE:

Awarded on July 14, 2020 for an amount not to exceed \$108,987.50. This contract consists of property assessments, tax appraisal statements, property documents, voter registration notification letters and election absentee ballots and mailing to heads of household in DeKalb County. This request is to exercise the 1st renewal option.

**RECOMMENDATION:**

Recommend approval to exercise the 1st renewal option through June 30, 2022 with:

Diversified Companies, LLC, 3721 Powers Court, Chattanooga, TN 37416

Amount Not to Exceed: \$111,388.00

**ADDITIONAL INFORMATION:**

1. Contract Effective Date: July 14, 2020
2. Contract Expiration Date: June 30, 2021
3. Amount Spent To Date: \$ 83,960.04
4. Funding: \$111,388.00
  - \$ 53,625.00 - General Operating (Tax Commissioner)
  - \$ 27,763.00 - General Operating (Property Appraisal)
  - \$ 30,000.00 - Enterprise (VRE)