



Hall County Government

FINANCIAL SERVICES
PURCHASING DIVISION

CONTRACT EXECUTION SIGNATURE REQUEST

Date: May 4, 2026

To: David Gibbs, Chairman, BOC

From: Julie Dorough, Buyer

Your signature is requested to execute the attached Contract:

Bid/Contract Number: 033-45-2

Bid/Contract Name: Overhead Door Maintenance & Repair Services Annual Contract

Department(s) Requesting Contract: **Multiple**

Award Recipient Name: **Top Notch Dock & Door**

Contract Description:

Annual Contract New Renewal

FY 2026 Projected Spend: \$135,266

Price Increase Requested Increase Percentage: 0%

Project/Service Contract FY 2027 Estimated Amount: \$137,972

Product Contract Estimated Amount:

Comment:

Year three (3) of a possible five (5) year contract.

Top Notch Dock & Door is the current vendor and has proven to be an excellent and reliable vendor in servicing this contract.

There are no requested price increases for FY 2027.

The FY 2027 Estimated Amount has been reviewed against the projected FY 2027 budget by Finance.

POST OFFICE DRAWER 1435
GAINESVILLE, GA 30503

t: 770.535.8270 | f: 770.531.6711

FINANCIAL SERVICES DIRECTOR
Taylor Samples, CPA

ASSISTANT FINANCE DIRECTOR
Elizabeth White

PURCHASING MANAGER
Andrew Youngblood



Hall County Government
FINANCIAL SERVICES
PURCHASING DIVISION

April 14, 2026

Top Notch Dock and Door
4190 Thurmon Tanner Pkwy
Flowery Branch, GA 30542
Attn: Jason Hower

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GAINESVILLE, GA 30503

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Andy Youngblood

**RE: IFB #033-45-2 Overhead Door Maintenance & Repair Services -
REBID: Fiscal Year 2027 Contract Renewal**

Dear Jason,

Attached you will find Contract Renewal #2 extending your present contract through June 30, 2027, as per the same terms and conditions of Bid #033-45.

If you agree with the renewal, please sign and return a copy of the attached agreement on or before May 1, 2026. Digital signatures are acceptable. A copy will be returned to you upon execution by Hall County.

Please furnish an updated Certificate of Insurance form along with a current W9. Additionally, please provide a current contact list including name(s), email(s), and phone number(s) for your company, after which a Notice to Proceed will be issued on your renewal.

Hall County appreciates your cooperation with this process.

Julie Dorough
Buyer
Hall County Board of Commissioners

Contract Renewal #2

Overhead Door Maintenance & Repair Services - REBID

April 14, 2026

Whereas, the County desires to Renew the Contract period for a one-year period through June 30, 2027, in accordance with the terms and conditions of Bid #033-45, Overhead Door Maintenance & Repair Annual Contract – REBID dated October 17, 2024 and

Whereas, the Contractor has agreed to this extension and agrees to provide services and/or materials previously supplied in accordance with the original agreement; and

Whereas, with both parties agreeing to the Renewal as stated and therefore, the above numbered contract is hereby changed as follows:

1. By extending the Contract Term through June 30, 2027,
2. Allow for price adjustments as agreed to and recorded in Attachment A,
3. Change Orders: Any and all change orders requested by the successful bidder on this project must be approved in writing prior to any work being performed. Any work performed outside the contract agreement for which compensation over and above the contract is requested must have an approved Change Order. If work is done before approval of a Change Order, the subsequent Change Order will be rejected.

Therefore, With the above change to the original contract set forth herein, the parties hereto agree that all terms and conditions of the original agreement will remain in full force and effect and legally binding on both parties.

In witness whereof, the parties hereto have set their hands and affixed their seals the day and year first above written.

TOP NOTCH DOCK & DOOR

HALL COUNTY, GEORGIA

By: *Jamison Brooks*
 Print Name: Jamison Brooks
 Title: Operations Manager

By: _____
 David Gibbs, Chairman
 Hall County Board of Commissioners

Date: _____

Sworn to and subscribed before me this

Attestment: _____
 County Clerk

20th Day of April, 2026

Notary Public: *Heather Martin*
 Notary commission expires: April 09, 2030

APPROVED AS TO FORM

Nathaniel R. Anderson
 Nathaniel R. Anderson,
 Senior Assistant County Attorney

