



May 31, 2022

VIA EMAIL

Best Plumbing Specialties, Inc.
3039 Ventire Ct.
Myersville, MD 21773
ATTN: William J. Breen, III, President

Reference: Bid No. 19-464, Catalog Discount – Plumbing Supplies, Parts and Equipment

Dear Mr. Breen:

As a result of the excellent service provided by Best Plumbing Specialties, Inc., the DeKalb County School District (“DCSD”) desires to renew the award of Bid No. 19-464, Catalog Discount - Plumbing Supplies, Parts and Equipment for one (1) year on the same terms, conditions and pricing as stated in the bid/RFP. The purpose of this letter is to obtain Best Plumbing Specialties, Inc.’s acceptance of DCSD’s offer to renew the award of Bid No. 19-464, Catalog Discount - Plumbing Supplies, Parts and Equipment.

The renewal is subject to the DeKalb County Board of Education’s (“Board”) approval and will be effective from October 1, 2022 through September 30, 2023. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Best Plumbing Specialties, Inc.’s consideration of this offer to renew the award of Bid No. 19-464, Catalog Discount – Plumbing Supplies, Parts and Equipment.

As outlined in the bid specifications, you are required to send three (3) published catalogs, CD or website identification to the Facilities Maintenance Department. Your catalog(s) must be addressed as follows:

ATTENTION: Procurement Specialist – Facilities Management, Sam A. Moss Service Center
1780 Montreal Road, Tucker, Georgia 30084

If you provide paper catalogs, each catalog must have a brightly colored 3” x 5” (or larger) label affixed to the outside front cover. Your front cover label must adhere to the following format:

DeKalb County School District
Bid No. 19-464, Catalog Discount – Plumbing Supplies, Parts and Equipment _____% DISCOUNT
Valid through September 30, 2023
only.
Quotation Number _____
Exclusions Are: _____
Company Name _____
Company Address _____
Company Representative _____
E-Mail _____
Company Webpage URL _____

Your label must be submitted via fax to 678-676-0170 or email to phyllis_d_jones@dekalbschoolsga.org for approval prior to catalog mailing.

If accepted, please submit a copy of your company's proof of insurance reflecting the coverage(s) stated within the original solicitation document, sign the acceptance below and email both documents to phyllis_d_jones@dekalbschoolsga.org no later than Monday, June 6, 2022. Insurance policy or policies must be maintained throughout the term of this agreement. A copy of the insurance requirements is included. Feel free to also fax the acceptance and your proof of insurance to Ms. Jones at 678-676-0170.

Best regards,

Carla L. Smith

Carla L. Smith
Executive Director, Vendor Services

c: Mr. Richard Boyd
Mr. Bobby Moncrief

CLS/lw

ACKNOWLEDGMENT

Best Plumbing Specialties, Inc. hereby accepts DeKalb County School District's offer to renew the award of Bid No. 19-464, Catalog Discount – Plumbing Supplies, Parts and Equipment at the same prices, terms and conditions as the original award, until September 30, 2023. Best Plumbing Specialties, Inc. understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Melissa Maher
Authorized Signatory

Melissa Maher
Name (Typed or Printed)

May 31, 2022
Date

Contracts, Assistant Manager
Title of Authorized Signatory