



September 29, 2022

VIA EMAIL

Southeastern Paper Group
2400A Sullivan Road
College Park, GA 30337
ATTN: Bill Beck/Dave Spence, Director of Facility Supplies

Reference: Bid No. 20-517, Custodial Cleaning Chemical Supplies

Dear Mr. Beck:

As a result of the excellent service provided by Southeastern Paper Group, the DeKalb County School District ("DCSD") desires to renew the award of the items listed below on Bid No. 20-517, Custodial Cleaning Chemical Supplies for one (1) year on the same terms, conditions and pricing as stated in the bid on the items listed below. The purpose of this letter is to obtain Southeastern Paper Group's acceptance of DCSD's offer to renew the award of Bid No. 20-517 as the primary supplier.

Item No.: #1 - 5 only.

The renewal is subject to the DeKalb County Board of Education's ("Board") approval and will be effective from through July 31, 2023. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Southeastern Paper Group's consideration of this offer to renew the award of Bid No. 20-517.

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 Tuesday, October 4, 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
Purchasing Manager
CLS/lw
c: Mr. Richard Boyd
Mr. Bobby Moncrief

ACKNOWLEDGMENT

Southeastern Paper Group hereby accepts DeKalb County School District's offer to renew the award of Bid No. 20-517, Custodial Cleaning Chemical Supplies as the primary supplier at the same prices, terms and conditions as the original award, until July 31, 2023. Southeastern Paper Group understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Taylor Smith
Authorized Signatory

Taylor Smith
Name (Typed or Printed)

9/30/22
Date

Regional Vice President
Title of Authorized Signatory