



December 22, 2022

VIA EMAIL

MAXAIR, Inc.
814 Livingston Court
Marietta, GA 30067
ATTN: Justin Gary, President

Reference: ITB 21-752-011 HVAC Maintenance and Repair Services

Dear Mr. Gary:

As a result of the excellent service provided by MAXAIR, Inc., the DeKalb County School District ("DCSD") desires to renew the award of ITB 21-752-011 HVAC Maintenance and Repair Services for one (1) year on the same terms, conditions and pricing as set forth in the License and Services Agreement between DCSD and MAXAIR, Inc., dated March 1, 2021. The purpose of this letter is to obtain MAXAIR, Inc.'s acceptance of DCSD's offer to renew the License and Services Agreement.

The renewal is subject to the DeKalb County Board of Education's ("Board") approval and will be effective from March 1, 2023 through February 28, 2024. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates MAXAIR, Inc.'s consideration of this offer to renew the award of ITB 21-752-011.

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 solicitationquestions@dekalbschoolsga.org no later than Tuesday, January 3, 2023. 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 678-676-0170.

Best regards,

Carla L. Smith

Carla L. Smith
Executive Director, Vendor Services

CLS/lw

c: Mr. Eric Hofstetter
Mr. Bobby Moncrief

ACKNOWLEDGMENT

MAXAIR, Inc. hereby accepts DeKalb County School District's offer to renew the award of ITB 21-752-011, HVAC Maintenance and Repair Services as set forth in the License and Services Agreement, until February 28, 2024. MAXAIR, Inc. understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Misty Blair
Authorized Signatory

Misty Blair
Name (Typed or Printed)

1/3/2023
Date

Service Area Manager
Title of Authorized Signatory