



## Operations

December 13, 2022

Sent Via Email: [melissa.cantrell@cdhpartners.com](mailto:melissa.cantrell@cdhpartners.com)

Ms. Melissa Cantrell  
**CDH Partners, Inc.**  
675 Tower Road  
Marietta, GA 30060

Dear Ms. Cantrell:

In accordance with the contract between **CDH Partners, Inc.** and the **DeKalb County School District**, the DeKalb County School District is pleased to advise that it desires to extend **RFQu 19-752-023, A/E Continuing Contract for Professional Services** for an additional year at the same terms, conditions and pricing as stated in your contract.

This extension is the fourth and final of four (4) one-year renewal options and is subject to DeKalb County Board of Education approval. The extension will be effective **March 29, 2023** through **March 28, 2024** and is subject to DeKalb County Board of Education approval.

Please submit the following signed acknowledgement and a current certificate of insurance via email to [belinda\\_quillet@dekalbschoolsga.org](mailto:belinda_quillet@dekalbschoolsga.org) no later than **Friday, January 6, 2023**. Presentation of satisfactory Certificate of Insurance in accordance with Exhibit E of the contract is required. A copy is attached for your review.

Please include **RFQu 19-752-023, A/E Continuing Contract for Professional Services** and verbiage naming the DeKalb County School District and The DeKalb County Board of Education as an additional insured under the liability policies, in the *Additional Information* section of the certificate of insurance.

On behalf of the DeKalb County School District, I want to take this opportunity to thank you for your service and for your interest in doing business with us.

Sincerely,

*Belinda Quillet*

Belinda Quillet, MSM, CPPB  
Procurement Manager

cc: Erick Hofstetter  
Richard Boyd

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ACKNOWLEDGMENT

**CDH Partners, Inc.** hereby agrees to extend **RFQu 19-752-023, A/E Continuing Contract for Professional Services**, at the same prices, terms and conditions until **March 28, 2024**.

  
\_\_\_\_\_  
Official Signature

1/3/2023  
\_\_\_\_\_  
Date

Melissa Cantrell, AIA, President & CEO  
\_\_\_\_\_  
Name and Title (Typed or Printed)

770-616-8353  
\_\_\_\_\_  
Phone

melissa.cantrell@cdhpartners.com  
\_\_\_\_\_  
Email Address