



January 23, 2023

VIA EMAIL

S&ME, Inc.  
4350 River Green Pkwy Suite 200  
Duluth, GA 30096  
ATTN: Jeff Doubrava, VP

Reference: RFQu 19-752-024, Geotechnical, Environmental and Construction Material Testing

Dear Mr. Doubrava:

As a result of the excellent service provided by S&ME, Inc., the DeKalb County School District (“DCSD”) desires to renew the award of RFQu 19-752-024, Geotechnical, Environmental and Construction Material Testing, for one (1) year on the same terms, conditions and pricing as set forth in the License and Services Agreement between DCSD and S&ME, Inc., dated July 25, 2019. The purpose of this letter is to obtain S&ME, 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 July 25, 2023 through July 24, 2024. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates S&ME, Inc.’s consideration of this offer to renew the award of RFQu 19-752-024.

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](mailto:solicitationquestions@dekalbschoolsga.org) no later than Friday, January 27, 2023. Insurance policy or policies must be maintained throughout the term of this agreement. A copy of the insurance requirements is included.

Best regards,

*Carla L. Smith*

Carla L. Smith  
Executive Director, Vendor Services

CLS/lw

c: Mr. Eric Hofstetter  
Mr. Bobby Moncrief

**ACKNOWLEDGMENT**

S&ME, Inc. hereby accepts DeKalb County School District’s offer to renew the award of RFQu 19-752-024, Geotechnical, Environmental and Construction Material Testing, as set forth in the License and Services Agreement, until May 23, 2024. S&ME, Inc. understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

  
Authorized Signatory

David DeSavigny  
Name (Typed or Printed)

1/26/23  
Date

Sr. Industrial Agent  
Title of Authorized Signatory