



December 22, 2022

VIA EMAIL

Acuity Specialty Products, Inc. dba ZEP
3330 Cumberland Blvd Suite 700
Atlanta, GA 30337
ATTN: Maureena Fabien-Watson, Government and Bids Manager

Reference: Bid No. 22-497, Custodial Supplies

Dear Ms. Fabien-Watson:

As a result of the excellent service provided by Acuity Specialty Products, Inc. dba ZEP, the DeKalb County School District ("DCSD") desires to renew the award of the items listed below on Bid No. 22-497, Custodial 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 Acuity Specialty Products, Inc. dba ZEP's acceptance of DCSD's offer to renew the award of Bid No. 22-497.

Primary Award Item No.: Group 1 - #3 & #6 only; Group 3 - #1 only; Group 9 - #1 & #2 only.

Secondary Award Item No.: Group 1 - #7 only; Group 3 - #2 only; Group 6 - #10 only.

The renewal is subject to the DeKalb County Board of Education's ("Board") approval and will be effective from March 14, 2023 through March 13, 2024. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Acuity Specialty Products, Inc. dba ZEP's consideration of this offer to renew the award of Bid No. 22-497.

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.

Best regards,

Carla L. Smith

Carla L. Smith
Executive Director, Vendor Services
CLS/lw
c: Mr. Eric Hofstetter
Mr. Bobby Moncrief

ACKNOWLEDGMENT

Acuity Specialty Products, Inc. dba ZEP hereby accepts DeKalb County School District's offer to renew the award of Bid No. 22-497 Custodial Supplies at the same prices, terms and conditions as the original award, until March 13, 2024. Acuity Specialty Products, Inc. dba ZEP understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

[Signature]
Authorized Signatory

Maureena Fabien-Watson
Name (Typed or Printed)

01/19/23
Date

Government and Bids Manager
Title of Authorized Signatory