



October 7, 2022

VIA EMAIL

Southeastern Paper Group
2400 Sullivan Road
Atlanta, GA 30337
ATTN: William E. Beck, Jr., Sales Rep

Reference: Bid No. 20-19, School Nutrition Paper Products

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 Bid No. 20-19, School Nutrition Paper Products for one (1) year on the same terms, conditions and pricing as stated in the bid. The purpose of this letter is to obtain Southeastern Paper Group's acceptance of DCSD's offer to renew the award of Bid No. 20-19.

The renewal is subject to the DeKalb County Board of Education's ("Board") approval and will be effective from July 1, 2023 through June 30, 2024. 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. 20-19.

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 Friday, October 14, 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
Executive Director, Vendor Services

CLS/lw

c: Dr. Connie Walker
Ms. Janet Stone

ACKNOWLEDGMENT

Southeastern Paper Group hereby accepts DeKalb County School District's offer to renew the award of Bid 20-19, School Nutrition Paper Products at the same prices, terms and conditions as the original award, until June 30, 2024. Southeastern Paper Group understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Jayla Smith
Authorized Signatory

10/7/22
Date

Taylor Smith
Name (Typed or Printed)

Regional Vice President
Title of Authorized Signatory