



Operations

August 8, 2023

Sent Via Email: [larry.preiss@raymondllc.com](mailto:larry.preiss@raymondllc.com)

Mr. Larry Preiss, Director of Project Management  
Raymond Engineering-Georgia, Inc.  
1224 Royal Drive  
Conyers, GA 30094

Dear Mr. Preiss:

In accordance with the contract between Raymond Engineering-Georgia, Inc. and the DeKalb County Board of Education, the DeKalb County School District is pleased to advise that it desires to extend RFQu 21-752-003 Building Envelope Consulting Services for an additional year at the same terms, conditions and pricing as stated in your contract.

This extension is the second of four (4) one-year renewal options and is subject to DeKalb County Board of Education approval. The extension will be effective October 1, 2023 and September 30, 2024.

I look forward to hearing from you regarding this request to extend RFQu 21-752-003 Building Envelope Consulting Services. Please submit a copy of your company's proof of insurance and include the following signed acknowledgement via email to [belinda.quillet@dekalbschoolsga.org](mailto:belinda.quillet@dekalbschoolsga.org) no later than Thursday, August 10, 2023. Exhibit A of the contract and is included with this letter, indicates the insurance required for this project.

Please include RFQu 21-752-003 Building Envelope Consulting Services and verbiage naming the DeKalb County Board of Education and the DeKalb County School District as additional insured on the certificates 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,

DeKalb County School District

Belinda Quillet, MSM, CPPB  
Procurement Manager III

cc: Erick Hofstetter  
Richard Boyd  
Carla L. Smith  
Darlene Hughes

ACKNOWLEDGMENT

hereby agrees to extend RFQu 21-752-003 Building Envelope Consulting Services, at the same prices, terms and conditions until September 30, 2024.

Official Signature

Date

LARRY PREISS, DIRECTOR OF PROJECT MGT.  
Name and Title (Typed or Printed)

770-364-2115  
Phone

LARRY.PREISS@RAYMOND.LLC.COM  
Email Address