



Finance

August 16, 2023

VIA EMAIL

emily@dtspade.com

Dudley Thomas Spade SRE, LLC, dba DTSpade
900 Circle 75 Parkway, Suite 1350
Atlanta, GA 30339
ATTN: Emily Masters, Director of Operations & GIS, Data & Analytics

Reference: RFP 22-533, Real Estate Advisory Services - Renewal Request

Dear Ms. Masters:

As a result of the excellent service provided by Dudley Thomas Spade SPE, LLC, the DeKalb County School District ("DCSD") desires to renew the award of Bid No. 22-533 Real Estate Advisory Services for one (1) year on the same terms, conditions and pricing as stated in the bid. The purpose of this letter is to obtain Dudley Thomas Spade's acceptance of DCSD's offer to renew the award of Bid No. 22-533.

The renewal is subject to the DeKalb County Board of Education's ("Board") approval and will be effective from November 19, 2023, through November 18, 2024. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Dudley Thomas Spade SPE, LLC's consideration of this offer to renew the award of Bid No. 22-533.

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 lakesia_watkins@dekalbschoolsga.org no later than Wednesday, August 23, 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/smg
c: Mr. Byron Schueneman

ACKNOWLEDGMENT

Dudley Thomas Spade SPE, LLC, dba DTSpade hereby accepts DeKalb County School District's offer to renew the award of Bid No. 22-533 Real Estate Advisory Services, at the same prices, terms, and conditions as the original award, until November 18, 2024. ~~Hershey Creamery Company~~ *DTSpade* understands this acceptance is subject to the approval of the DeKalb County Board of Education.

Emily Masters
Authorized Signatory

Emily Masters
Name (Typed or Printed)

8/17/2023
Date

Director of Operations
Title of Authorized Signatory