



August 22, 2023

VIA EMAIL: justin.acord@cogentinfo.com

Cogent Infotech Corporation
1425 Greenway Drive, Suite 340
Irving, TX 75038
ATTN: Justin Acord, Executive Vice President - Sales

Reference: RFQ 22-534 Temporary Staffing Services – Renewal Request

Greetings:

As a result of the excellent service provided by Cogent Infotech Corporation, the DeKalb County School District (“DCSD”) desires to renew the award of RFQ 22-534 Temporary Staffing Services for one (1) year on the same terms, conditions and pricing as set forth in the License and Services Agreement between DCSD and Cogent Infotech Corporation. The purpose of this letter is to obtain Cogent Infotech Corporation’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 December 16, 2023, through December 15, 2024. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Cogent Infotech Corporation’s consideration of this offer to renew the award of RFQ 22-534.

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 Tuesday, August 29, 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: Byron Schueneman

ACKNOWLEDGMENT

Cogent Infotech Corporation hereby accepts DeKalb County School District’s offer to renew the award of RFQ 22-534 Temporary Staffing Services, at the same prices, terms, and conditions as the original award, until December 15, 2024. Cogent Infotech Corporation understands this acceptance is subject to the approval of the DeKalb County Board of Education.

Authorized Signatory [Signature]

Justin Acord
Name (Typed or Printed)

09/07/2023
Date

Executive Vice President
Title of Authorized Signatory