



September 28, 2023

VIA EMAIL: bids@centralpoly.com

Central Poly-Bag Corp.
2400 Bedle Place
Linden, NJ 07036

ATTN: Andrew Serhofer, President

Reference: Bid No. 22-497, Custodial Supplies

Dear Mr. Serhofer:

As a result of the excellent service provided by Central Poly-Bag Corp, 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 Central Poly-Bag Corp’s acceptance of DCSD’s offer to renew the award of Bid No. 22-497.

Primary Award Item No.: Group 10 - #4 only.

The renewal is subject to the DeKalb County Board of Education’s (“Board”) approval and will be effective from March 13, 2024, through March 13, 2025. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Central Poly-Bag Corp.’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 Thursday, October 5, 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/msg

c: Mr. Keith Singleton
Mr. Kelvin Thornton

ACKNOWLEDGMENT

Central Poly-Bag Corp. 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, 2025. Central Poly-Bag Corp. understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Authorized Signatory

Date

9/29/23

Andrew Serhofer

Name (Typed or Printed)

President

Title of Authorized Signatory