



December 11, 2024

VIA EMAIL [law0111@comcast.net](mailto:law0111@comcast.net)

The Elite Plumber, LLC  
3148 Atlanta Highway  
Dallas, GA 30132  
ATTN: Debra Law, Owner

**Reference:** ITB No. 20-752-037, Plumbing Contractor Services – Renewal Request

Dear Ms. Law:

The DeKalb County School District (“DCSD”) desires to renew the award of ITB No. 20-752-037 for one (1) year on the same terms, conditions, and pricing as set forth in the License and Services Agreement between DCSD and The Elite Plumber, LLC, dated February 19, 2021. The purpose of this letter is to obtain The Elite Plumber, LLC’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 February 19, 2025, through February 18, 2026. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates The Elite Plumber, LLC’s consideration of this offer to renew the award of ITB No. 20-752-037.

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 [Latrice.Brown@dekalbschoolsga.org](mailto:Latrice.Brown@dekalbschoolsga.org) no later than Wednesday, December 18, 2024. 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. Eric Hofstetter  
Mr. Bobby Moncrief

**ACKNOWLEDGMENT**

The Elite Plumber, LLC, hereby accepts DeKalb County School District’s offer to renew the award of ITB No. 20-752-037, Plumbing Contractor Services, as set forth in the License and Services Agreement, until February 18, 2026. The Elite Plumber, LLC understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

*Scott Law*  
Authorized Signatory

Scott Law  
Name (Typed or Printed)

12/10/2024  
Date

Owner  
Title of Authorized Signatory