



November 15, 2024

VIA EMAIL: athenatillman@brookwoodfarms.com ashleywood@brookwoodfarms.com
gibbrooks@brookwoodfarms.com

Brookwood Farms, Inc.
1015 Alston Bridge Road
Siler City, NC 27344
ATTN: Athena Tillman, Bid Coordinator

Reference: Bid No. 22-18, USDA Product Processing

Greetings Ms. Tillman:

The DeKalb County School District (“DCSD”) desires to renew the award of Bid No. 22-18, USDA Product Processing for one (1) year on the same terms and conditions and pricing as set forth in the Agreement between DCSD and Brookwood Farms, Inc. The purpose of this letter is to obtain Brookwood Farms, Inc’s acceptance of DCSD’s offer to renew the award of Bid No. 22-18.

Item Number: 24 only

The renewal is subject to the DeKalb County Board of Education’s (“Board”) approval and will be effective from July 1, 2025, through June 30, 2026. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Brookwood Farms, Inc’s consideration of this offer to renew the award of Bid No. 22-18.

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 no later than Friday, November 22, 2024, to sharmaine_greenland@dekalbschoolsga.org. 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: Dr. Connie Walker
Ms. Teresa Adams

ACKNOWLEDGMENT

Brookwood Farms, Inc. hereby accepts DeKalb County School District’s offer to renew the award of Bid No. 22-18, USDA Product Processing at the same terms and conditions as the original award, until June 30, 2026. Brookwood Farms, Inc. understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Ashley W. Foy

Authorized Signatory

11-19-2024

Date

Ashley W. Foy

Name (Typed or Printed)

K-12 Commodity Sales Director

Title of Authorized Signatory