



## Operations

April 4, 2025

**Sent Via Email:** [sophiatarkhan@coopercarry.com](mailto:sophiatarkhan@coopercarry.com)

Ms. Sophia Tarkhan, AIA, Leed AP  
**COOPER CARRY, Inc.**  
191 Peachtree Street NE, Suite 2400  
Atlanta, GA 30303-1770

Dear Ms. Tarkhan,

In accordance with the contract between **Cooper Carry, Inc.** and the **DeKalb County School District**, the DeKalb County School District is pleased to advise that it desires to extend **RFQu 24-752-017 A/E Continuing Contract for Professional Services** for an additional year at the same terms, conditions and pricing as stated in your contract.

This extension is the second of four (4) one-year renewal options and is subject to DeKalb County Board of Education approval. The extension will be effective **June 1, 2025** through **May 30, 2026**, and is subject to DeKalb County Board of Education approval.

Please submit the following signed acknowledgement and a current certificate of insurance via email to [yolonda.love@dekalbschoolsga.org](mailto:yolonda.love@dekalbschoolsga.org) no later than **Friday, April 11, 2025**. Presentation of satisfactory Certificate of Insurance in accordance with Exhibit E of the contract is required. A copy is attached for your review.

Please include **RFQu 24-752-017, A/E Continuing Contract for Professional Services** and verbiage naming the DeKalb County School District and The DeKalb County Board of Education as an additional insured under the liability policies, in the *Additional Information* section of the certificate of insurance.

On behalf of the DeKalb County School District, I want to take this opportunity to thank you for your service and for your interest in doing business with us.

Sincerely,

*Yolonda C. Love*

Yolonda Love  
Senior Procurement Manager

cc: Erik Hofstetter  
Keith Ball

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**ACKNOWLEDGMENT**

**Cooper Carry, Inc.** hereby agrees to extend **RFQu 24-752-017, A/E Continuing Contract for Professional Services**, at the same prices, terms and conditions until **May 30, 2026**.

*Sophia B. Tarkhan*

4/18/2025

Official Signature

Date

Sophia B. Tarkhan

404-240-9549 [sophiatarkhan@coopercarry.com](mailto:sophiatarkhan@coopercarry.com)

Name and Title (Typed or Printed)

Phone

Email Address

CC# 20240014