



Robert R. Freeman Administrative Complex
1701 Mountain Industrial Boulevard
Stone Mountain, GA 30083

MEMORANDUM

TO: Mr. Erick Hofstetter, Chief Operating Officer
Division of Operations

FROM: Dr. Devon Q. Horton, Superintendent
Office of the Superintendent

DATE: August 14, 2023

RE: Southwestern Communications, Inc., using General Service Administration (GSA) Contract No. 47QTCA21D0098 as a sole distributor for parts, installation, and repair of Rauland-Borg Corporation equipment, instrumentation and Controls District-Wide (not to exceed \$300,000.00)

At its business meeting on Monday, August 14, 2023, the DeKalb Board of Education authorize the District to use the General Service Administration (GSA) Contract to purchase and install communications equipment replacements and upgrades from **Southwestern Communications, Inc.**, a sole authorized distributor of Rauland-Borg Corporation equipment in accordance with the **GSA Contract No. 47QTCA21D0098** in the amount not to exceed **\$300,000.00**.

Any single purchases which exceed \$100,000.00 will be brought back to the Board of Education for approval in accordance with Board Policy DJE.

Please take the appropriate action to affect this directive of the Board.

DQH:cm

c: Ms. Carla Smith, Executive Director, Vendor Services, Division of Finance
Ms. Marie Jacob, Contractor, Vendor Services, Division of Finance