



October 23, 2025

VIA EMAIL: shawn@corporatetemps.com

Corporate Temps, Inc.
ATTN: Shawn Menefee, Director and CEO
5950 Live Oak Parkway, Suite 230
Norcross, GA 30093

Reference: RFQ 22-534 Temporary Staffing Services – Renewal Request

Greetings:

The DeKalb County School District (“DCSD”) desires to renew the award of RFQ 22-534, Temporary Staffing Services, for one (1) year on the same terms, conditions, and pricing as set forth in the Agreement between DCSD and **Corporate Temps, Inc.** as stated in the bid. The purpose of this letter is to obtain **Corporate Temps, Inc.’s** acceptance of DCSD’s offer to renew the Agreement.

The renewal is subject to the DeKalb County Board of Education’s (“Board”) approval and will be effective from December 16, 2025, through December 15, 2026. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates **Corporate Temps, Inc.** consideration of this offer to renew the award of RFQ 22-534.

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 Thursday, October 30, 2025, to Sharmaine Greenland at 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,

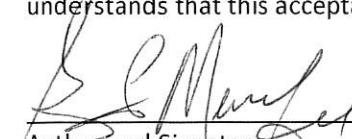
Carla L. Smith

Carla L. Smith
Executive Director

CLS/smg
c: Mr. Byron Schueneman

ACKNOWLEDGMENT

Corporate Temps, Inc. hereby accepts DeKalb County School District’s offer to renew the award of RFQ 22-534, Temporary Staffing Services, as set forth in the Agreement until December 15, 2026. **Corporate Temps, Inc.** understands that this acceptance is subject to the approval of the DeKalb County Board of Education.



Authorized Signatory

10/23/25

Date

SHAWN F. MENEFFEE

Name (Typed or Printed)

Director

Title of Authorized Signatory