



November 10, 2025

VIA EMAIL: trobertson@owensequipment.com

Owens Equipment Company, Inc.
305-G Petty Road
Lawrenceville, GA 30043
ATTN: Trese Robertson, Secretary/Admin

Reference: Bid No. 25-27 Large Kitchen Equipment

Greetings:

The DeKalb County School District (“DCSD”) desires to renew the award of the items listed below on **Bid No. 25-27 Large Kitchen Equipment** for one (1) year on the same terms, conditions and pricing as stated in Quote #50573 dated 10/20/25. The purpose of this letter is to obtain **Owens Equipment Company, Inc’s** acceptance of DCSD’s offer to renew the award of Bid No. 25-27.

Item Numbers: 34, 38, 40, 42, 43, 45, 47, 49-64 and 69-71

The renewal is subject to the DeKalb County Board of Education’s (“Board”) approval and will be effective from March 11, 2026, through March 10, 2027. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates **Owens Equipment Company, Inc’s** consideration of this offer to renew the award of Bid 25-27.

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 Wednesday, November 12, 2025, 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

Owens Equipment Company, Inc hereby accepts DeKalb County School District’s offer to renew the award of Bid No. 25-27 Large Kitchen Equipment at the same prices, terms, and conditions as the original award, until March 10, 2027. **Owens Equipment Company, Inc** understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Auston Albers
Authorized Signatory

Auston Albers
Name (Typed or Printed)

11/12/2025
Date

President
Title of Authorized Signatory