



Finance

January 15, 2026

VIA EMAIL czak@bmsinc.us rrubin@bmsinc.us

Building Maintenance Services, Inc.
1955 Vaughn Road, Suite 105
Kennesaw, GA 30144
ATTN: Craig Zak, Regional Manager

Reference: RFP 24-557 Supplemental Custodial Services – Renewal Request

Greetings:

The DeKalb County School District ("DCSD") desires to renew the award of RFP 24-557 Supplemental Custodial Services, for one (1) year on the same terms, conditions and pricing as set forth in the Agreement between DCSD and Building Maintenance Services, Inc. The purpose of this letter is to obtain Building Maintenance Services, 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 May 21, 2026, through May 20, 2027. Of course, we will notify you once the Board has approved the renewal. DCSD appreciates Building Maintenance Services, Inc.'s consideration of this offer to renew the award of RFP 24-557.

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, January 22, 2026 to Latrice Brown at Latrice.Brown@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. Erick Hofstetter
Mr. Bobby Moncrief
Mr. Weyman Christopher

ACKNOWLEDGMENT

Building Maintenance Services, Inc. hereby accepts DeKalb County School District's offer to renew the award of RFP 24-557 Supplemental Custodial Services, as set forth in the Agreement until May 20, 2027. Building Maintenance Services, Inc., understands that this acceptance is subject to the approval of the DeKalb County Board of Education.

Authorized Signatory

Name (Typed or Printed)

Craig Zak

Date

Title of Authorized Signatory

1/19/26

Regional Mgr.