



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

MEMORANDUM

TO: Mr. H. Eric Hilton, Chief of Legal Services
Division of Legal Services

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

DATE: July 14, 2025

RE: **RFP 22-490 Renewal of the District's Insurance Producer Services for Property and Casualty Insurance (Renewal year 4 of 5) (Not to exceed \$150,000)**

At its business meeting on Monday, July 14, 2025, the DeKalb Board of Education approved the renewal of the Insurance Producer Services for Property and Casualty Insurance Agreement with **Edgewood Partners Insurance Center d/b/a EPIC Insurance Brokers and Consultants ("Epic")** for an annual fee not to exceed **\$150,000**.

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. Latrice Brown-Shropshire, Purchasing Assistant, Division of Finance