



July 3, 2023

DeKalb County Government  
30 Warren Street SE  
Atlanta, GA 30317  
Attn: Damon Scott  
[dmscott@dekalbcountyga.gov](mailto:dmscott@dekalbcountyga.gov)

**RE: NOTICE OF CONTRACT RENEWAL**  
**Current Contract # 40500-042-23234455**  
**Renewed from 10/01/2023 to 09/30/2024**  
**Renewal Contract Amount \$603,856.00**  
**Renewal 1 out of 4**

Dear Damon Scott:

This letter serves as written notice that the Georgia Department of Public Health (DPH) is exercising its option to renew the above referenced contract for an additional year, subject to the terms and conditions of the underlying contract and any applicable subsequent amendments. Your new contract number for the new period of **10/01/2023 to 09/30/2024** is **# 40500-042-23234455**. Please include this number in all correspondence including invoices related to service for this new contract period. The Contract, as renewed, shall terminate on **9/30/2024**. All terms and conditions of the contract shall remain as stated in the original contract and any amendments thereto.

In accordance with and if required by the contract, please submit proof of insurance covering this renewal period **within 10 days of receipt of this letter** to the contracts staff person providing this letter of renewal. Insurance certificates may be mailed conventionally emailed as a PDF attachment.

Please allow us to take this opportunity to express our appreciation for the service you have provided the Georgia Citizens we serve as well as to the Department of Public Health.

Sincerely,

Toni Booth-Comer  
Sr Contracts and Procurement Specialist

cc: Business Owner  
Purchasing Section