



June 8, 2020

Fuentes Enterprises d/b/a Interprint Communications
Attn: Monica Maldonado
2605 Park Central BLVD
Decatur, GA 30035

Notice of Modified Award and Contract: Contract Purchase Agreement No. 1214597
Effective Date: June 5, 2020 to June 30, 2021
This Contract is Not to Exceed: \$18,600.00

Ms. Maldonado:

This will serve as official notice to you that the following line items have been awarded to you for **ITB No. 20-101210** "Printing Services for Public Works-Sanitation (Annual Contract with 2 Options to Renew)".

This notice, together with your bid submittal quotation and previous notices, shall constitute our entire agreement and, for identification purposes, has been assigned Contract Purchase Agreement No. 1214597.

You are hereby reminded that no conditions of this agreement may be modified or changed except through or by the Department of Purchasing and Contracting of DeKalb County. Requests, instructions, or information received by you from sources other than the Department of Purchasing and Contracting which are intended to change the contract are to be refused on the basis that such matters may be handled only between the supplier and the Department of Purchasing and Contracting.

Deliveries and/or services are to be made and/or performed only on an **"as ordered"** basis. Using department(s) of the County may place telephoned requests for delivery and/or service but only when they are in position to furnish the applicable contract number which has been assigned by the Department of Purchasing and Contracting. In such event, the telephoned request will be confirmed by a written County Purchase Order form bearing the applicable contract number. Mail invoices to **Public Works-Sanitation, Attn: Tina Phan, Administrative Services Coordinator, 3720 Leroy Scott Drive, Decatur, GA 30032**

Warmest Regards,

Jervai McConico
Jervai McConico
Procurement Agent
Department of Purchasing and Contracting

cc: Tina Phan, Administrative Services Coordinator, Public Works-Sanitation

JM:PH