

May 2, 2025

Sandra Abdow, Municipal Manager
Otto Environmental Systems
12700 General Drive
Charlotte, NC 28273

Notice of Award and Contract: CPA 2000262
Effective Date: May 2, 2025 to May 31, 2026
Contract Amount Not to Exceed: \$ 40,959.00

Ms. Abdow:

This letter will serve as official notice to you that RFQ No. 25-100074—Garbage and Recycling Roll Carts Retrieval Project has been awarded to you. This notice, together with bid and communication, shall constitute our entire agreement and, for identification purposes, has been assigned Contract Purchase Agreement No. 2000262.

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. User department(s) of the County may utilize this agreement and 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. Main invoices to the department submitting the order. Department contacts will be provided at the notice to proceed meeting.

For additional information please contact Tina Phan at tphan@dekalbcountyga.gov or by phone at 404-294-2708 (Sanitation/Beautification).

Sincerely,

Marcy L. VanKirk
Procurement Technician
Department of Purchasing and Contracting