



*Purchasing & Contracting Department*

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October 31, 2022

**VIA E-MAIL:** [bill@nbcworldwide.com](mailto:bill@nbcworldwide.com)

National Building Contractors, Inc.  
Attn: Mr. Effie Abrahamsen, President  
2151 Old Covington Hwy.  
Conyers, GA 30012

**NOTICE OF AWARD**

**ITB No. 22-101521 - On-Call Roof Maintenance, Repair and Replacement Services  
(Annual Contract with 2 Options to Renew) – Contract No. 1309666**

This confirms that the DeKalb County Board of Commissioners (BOC) at the October 25, 2022, meeting approved an award for the subject solicitation in accordance with your response to the Invitation To Bid for an estimated amount not to exceed \$2,450,000.00.

Please immediately acquire the necessary document to complete the execution of the contract to include the certificate of insurance and a copy of your firm's 2022 business license. Additionally, the contract requires a performance bond as stated on page 9 of the solicitation, item C - Contract Award. Please complete Attachment H – Performance Bond and return to [JChapital@dekalbcountyga.gov](mailto:JChapital@dekalbcountyga.gov). A notice to proceed (NTP) meeting will be scheduled once all required documents have been submitted.

No work is to begin until you have received the Notice to Proceed from the Department of Purchasing and Contracting of DeKalb County. No County department has the authority to authorize you to perform any work until the Notice to Proceed has been issued.

Sincerely,

*Jenifer Chapital*

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Jenifer Chapital, MBA  
Procurement Agent  
Department of Purchasing and Contracting

*DeLois Robinson*DR:jc  
DeLois Robinson (Oct 31, 2022 15:25 EDT)

cc: Clyde Stovall, Director Facilities Management  
Kevin Buford, Deputy Director of Operations and Maintenance



*Purchasing & Contracting Department*

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October 31, 2022

**VIA E-MAIL:** [jerome@mhawkconstruction.com](mailto:jerome@mhawkconstruction.com)

Hawk Construction Company, LLC  
Attn: Mr. Jerome Lee, Jr., CEO  
158 Fairview Road, Suite # E  
Ellenwood, GA 30294

**NOTICE OF AWARD**

**ITB No. 22-101521 - On-Call Roof Maintenance, Repair and Replacement Services  
(Annual Contract with 2 Options to Renew) – Contract No. 1309686**

This confirms that the DeKalb County Board of Commissioners (BOC) at the October 25, 2022, meeting approved an award for the subject solicitation in accordance with your response to the Invitation To Bid for an estimated amount not to exceed \$480,000.00.

Please immediately acquire the necessary documents to complete the execution of the contract to include the certificate of insurance and a copy of your firm's 2022 business license. Additionally, the contract requires a performance bond as stated on page 9 of the solicitation, item C - Contract Award. Please complete Attachment H – Performance Bond and return to [JChapital@dekalbcountyga.gov](mailto:JChapital@dekalbcountyga.gov). A notice to proceed (NTP) meeting will be scheduled once all required documents have been submitted.

No work is to begin until you have received the Notice to Proceed from the Department of Purchasing and Contracting of DeKalb County. No County department has the authority to authorize you to perform any work until the Notice to Proceed has been issued.

Sincerely,

A handwritten signature in cursive script that reads 'Jenifer Chapital'.

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Jenifer Chapital, MBA  
Procurement Agent  
Department of Purchasing and Contracting

*DeLois Robinson* DR:jc  
DeLois Robinson (Oct 31, 2022 15:27 EDT)

cc: Clyde Stovall, Director Facilities Management  
Kevin Buford, Deputy Director of Operations and Maintenance