



DeKalb County
Department of Purchasing and Contracting

February 7, 2019

SKYLINE Engineering & Construction, LLC
6775 Peachtree Industrial Blvd.,
Suite 250
Atlanta, GA 30360
Attn: Mark Cooke

Notice of Award

Effective Date: December 7, 2019

Amount Not To Exceed: \$78,960.00

Dear Mr. Menifee:

This will serve as official notice to you that SKYLINE Engineering & Construction, LLC has been awarded **ITB No. 18-101051, A & E Services for Prefabricated Restrooms for DeKalb County.**

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 in accordance with the contract. 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 **DeKalb County, 1300 Commerce Drive, Accounts Payable, 3rd Floor, Decatur, GA 30030.**

Sincerely,

L. Deneen Walters

L. Deneen Walters
Procurement Agent
Department of Purchasing and Contracting

cc: DR/file

