



# Clayton County Public Schools

## Purchasing Department

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218 Stockbridge Road, Jonesboro, GA 30236  
Phone (678) 479-4505 | Fax (678-479-4506

DR. MORCEASE J. BEASLEY  
Superintendent of Schools

EMMA BENTON  
Chief Financial Officer

August 6, 2019

Wilson Meadows  
Vice President  
Filter Pro USA, LLC  
4510 Helton Drive  
Florence, AL 35630

[sales@filtrerpro.com](mailto:sales@filtrerpro.com)

Re: Notice of Award - IFB 017-19, HVAC Filters

Dear Mr. Meadows:

You are hereby awarded the contract for HVAC Filters in accordance with your response to the requirements, terms and conditions of IFB 017-19, HVAC Filters.

The initial contract period is from August 7, 2019 to August 6, 2020. In addition to the initial period of one-year, there are two (2) one-year renewal options to be exercised at the sole discretion of Clayton County Public Schools (CCPS) at the same terms and conditions as the initial year.

Any exceptions to the IFB are rejected unless specifically accepted in writing by CCPS. All work performed hereunder will be authorized by CCPS in the form of a Purchase Order against this contract. The contractor shall furnish all services specified on the Purchase Order issued by CCPS. All terms and conditions as outlined in IFB 017-19, HVAC Filters are in effect for the duration of this contract.

The following are hereby incorporated and made a part of this Contract:

1. IFB 017-19, HVAC Filters
2. Addenda
3. Bidder's Response
4. Contract Award Letter

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Filter Pro USA, LLC  
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HVAC Filters:

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All coordination required will be made with the Purchasing Department. An informal Contract Kick-Off Meeting will be scheduled upon your return of the attached acceptance and acknowledgement.

Please acknowledge your acceptance of this award by signing in the space below and returning it to the Purchasing Department no later than **3:00 p.m.**, Friday, August 9, 2019. Proof of insurance must be provided within fifteen (15) days of this notice.

You may email a copy of your response to [purchasing@clayton.k12.ga.us](mailto:purchasing@clayton.k12.ga.us) and forward the original in the U.S. mail. We look forward to working with you on this important service for CCPS.

Sincerely,



Debra B. Brewer, Esq., CPPO  
Director of Purchasing

cc: Sam Coger, Director of Facilities Maintenance  
Kemith Thompson, Executive Director of Operations

ACKNOWLEDGEMENT AND ACCEPTANCE

We hereby acknowledge acceptance of this award and will adhere to the terms, conditions, and requirements set forth in herein.

  
Authorized Signature

08/07/2019  
Date

Wilson Meadows  
Printed Name

GM  
Title