



Savannah-Chatham County Public School System

208 Bull Street / Savannah, Georgia 31401 / 912.395.5600

Via Email: cl@savannaharch.com

February 13, 2024

Savannah Architectural Supply, Inc.
Attention: Chester L. Gayheart, Jr.
155 Edwards Court
Bloomingdale, Georgia 31302

Subject: Bid C24-10 "As Needed" Doors, Frames, Hardware, and Installation Services for projects under \$100,000 (Annual Contract)

Enclosure: (1) Contract for Goods and/or Services – Bid C24-10

Dear Mr. Gayheart,

Please be advised that the Savannah-Chatham County Public School System intends to award the above referenced project to your firm. This award will be contingent upon your firm's ability to meet all the contracting requirements.

Please review the enclosed contract document and return a signed copy to Joan Carter at joan.carter@sccpss.com by the close of business, February 20, 2024 along with the following documentation:

1. Certificate of Insurance with the District listed as certificate holder and additional insured.

Vendors purchasing equipment or providing services prior to the issuance of a fully executed contract and purchase order do so at their own risk and the school district shall not be held liable.

Thank you for your interest in doing business with our school district and we look forward to working with your firm.

Sincerely,

Sabrina L. Scales, NIGP-CPP, CPPB
Senior Director of Purchasing

cc: file