



## INTEROFFICE MEMORANDUM

**TO:** Felicia Strong-Whitaker, Chief Purchasing Agent,  
Director of Purchasing and Contract Compliance

**FROM:** Joseph Davis, Director, DREAM *JD*

**DATE:** August 24, 2025

**SUBJECT:** Contractor's Performance Report – Novus Solutions, LLC

---

The Contractor listed below has not been established as a contractor/vendor in BidNet and therefore the Department cannot evaluate on their performance at this time. Once the Contractor is established into BidNet, then a complete performance evaluation for that (quarterly) period will be done by the Department representative (Project Manager):

**PROJECT:** Electronic Equipment Recycling Services

**PROJECT NO.:** 24ITB143401C-JNJ

**CONTRACTOR:** Novus Solutions, LLC  
925 Industrial Park Drive  
Marietta, GA 30062

**POC:** John Flynn

**PHONE:** (678) 416-6384

**EMAIL:** [jflynn@novussolutionsllc.com](mailto:jflynn@novussolutionsllc.com)

If you have any questions, please contact Harry Jordan at (404) 612-5933.

FT/hj

C: Tim Dimond, Deputy Director, DREAM  
John Adams, Administrator, DREAM  
Frederick Tindal, Materials Management Manager, DREAM  
Harry Jordan, Contract Administrator, DREAM  
Kay Flowers, Contract Administrator, Purchasing & Contract Compliance