



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL AGREEMENT

DEPARTMENT: Finance

BID/RFP# NUMBER: 23RFP060923C-MH

BID/RFP# TITLE: Printing & Mailing of Water and Sewer Bills

ORIGINAL APPROVAL DATE: November 1, 2023 (BOC item 23-0777) RENEWAL

EFFECTIVE DATES: January 1, 2026 through December 31, 2026 RENEWAL

OPTION #: 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$ 491,644.00

COMPANY'S NAME: Dove Mailing Inc.

ADDRESS: 5601 Fulton Industrial Blvd

CITY: Atlanta

STATE: GA

ZIP: 30336

**This Renewal Agreement No. 2 was approved by the Fulton County Board of
Commissioners on BOC DATE: 11/19/2025 BOC NUMBER: 25-0866**

RENEWAL OF CERTIFICATE OF INSURANCE: The Contractor is required to maintain insurance during the entire term of this Agreement, including contract renewal options. The Contractor must furnish the County a renewal Certificate of Insurance showing the required coverage as specified in the Contract Agreement. A current COI must be provided before the commencement of work on this project. The cancellation of any policy of insurance required by this Agreement shall meet the requirements of notice under the laws of the State of Georgia as presently set forth in the Georgia Code.

SIGNATURES: SEE NEXT PAGE

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications as referenced herein:

FULTON COUNTY, GEORGIA

Robert L. Pitts

**Robert L. Pitts, Chairman
Fulton County Board of Commissioners**

ATTEST:

Tonya R. Grier

**Tonya R. Grier
Clerk to the Commission**

(Affix County Seal)



AUTHORIZATION OF RENEWAL:

Signed by:

Ray Turner

**Ray Turner, Interim Finance Director
Finance Department**

Signed by:

Ray Turner

43EAB45F3E5E409...

DOVE MAILING, INC.

DocuSigned by:

Renee Newton

38F04F0025A74DD...

**Renee Newton,
Executive VP**

ATTEST:

| | |
|------------------------|------------------|
| ITEM#: _____ | RM: _____ |
| REGULAR MEETING | |

| | |
|-------------------------------|---------------------------|
| ITEM#: 25-0866 | 2ND RM: 11/19/2025 |
| SECOND REGULAR MEETING | |

CERTIFICATE OF INSURANCE



ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|--|--|---|-------------------|
| PRODUCER | | CONTACT NAME: Javan Campbell | |
| USI Insurance Services LLC 6100 Fairview Road, Suite 800 Charlotte, NC 28210 855 874-1396 | | PHONE (A/C, No, Ext): - | FAX (A/C, No): |
| INSURED | | E-MAIL ADDRESS: Javan Campbell | |
| Dove Mailing, Inc. 5601 Fulton Industrial Blvd Sw Atlanta, GA 30336 | | INSURER(S) AFFORDING COVERAGE | |
| | | INSURER A : Chubb National Insurance Company 10052 | |
| | | INSURER B : Swiss Re Corp Solutions Premier Ins Cor 32778 | |
| | | INSURER C : Twin City Fire Insurance Company 29459 | |
| | | INSURER D : Selective Insurance Company of America 12572 | |
| | | INSURER E : | |
| | | INSURER F : | |

| COVERAGES | | CERTIFICATE NUMBER: | | REVISION NUMBER: | | | | | | | |
|---|---|---------------------|-----------|------------------|--------------------|-------------------------|-------------------------|---|-------------|--------------------|--------|
| THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. | | | | | | | | | | | |
| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR INSR | WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | | | |
| A | COMMERCIAL GENERAL LIABILITY | | | | D02083310 | 12/08/2025 | 12/08/2026 | EACH OCCURRENCE | \$1,000,000 | | |
| | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$500,000 | | |
| | | | | | | | | MED EXP (Any one person) | \$5,000 | | |
| | | | | | | | | PERSONAL & ADV INJURY | \$1,000,000 | | |
| | | | | | | | | GENERAL AGGREGATE | \$3,000,000 | | |
| D | AUTOMOBILE LIABILITY | | | | S2543011 | 11/21/2025 | 11/21/2026 | PRODUCTS - COMP/OP AGG | \$3,000,000 | | |
| | <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | | COMBINED SINGLE LIMIT (Ea accident) | \$5,000,000 | | |
| | | | | | | | | BODILY INJURY (Per person) | \$ | | |
| | | | | | | | | BODILY INJURY (Per accident) | \$ | | |
| | | | | | | | | PROPERTY DAMAGE (Per accident) | \$ | | |
| A | UMBRELLA LIAB | | | | 56719679 | 12/08/2025 | 12/08/2026 | EACH OCCURRENCE | \$1,000,000 | | |
| | <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE | | | | | | | AGGREGATE | \$1,000,000 | | |
| | <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ | | | | | | | | \$ | | |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | | Y / N | N / A | PER STATUTE | OTH-ER |
| | | | | | | | | | | E.L. EACH ACCIDENT | \$ |
| | E.L. DISEASE - EA EMPLOYEE | \$ | | | | | | | | | |
| | E.L. DISEASE - POLICY LIMIT | \$ | | | | | | | | | |
| B | Cyber Liabil | | | | C4LQV206859CYBER20 | 03/15/2025 | 03/15/2026 | | | 3,000,000 | |
| C | Crime | | | | 22KB046806823 | 11/21/2025 | 11/21/2026 | 1,000,000 | | | |
| D | Management L | | | | MY1015370 | 11/21/2025 | 11/21/2026 | 2,000,000 | | | |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The General Liability, Automobile Liability and Excess Liability policies include an automatic Additional Insured endorsement that provides Additional Insured status to Fulton County Government, Its Officials, Officers and Employees, only when there is a written contract that requires such status, and only with regard to work performed by or on behalf of the named insured. The General Liability policy contains a special endorsement with Primary and Noncontributory wording, when required by written contract.
(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

| | | |
|---|--|--|
| Fulton County Government Purchasing Department; 130 Peachtree Street, SW Suite 1168; Atlanta, GA 30303-2459 | | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | | AUTHORIZED REPRESENTATIVE <i>Paula B. Bulman</i> |

DESCRIPTIONS (Continued from Page 1)

The General Liability policy includes a Waiver of Subrogation endorsement in favor of the Certificate Holder as referenced above.

Certificate Of Completion

Envelope Id: 885DAF92-52CF-43F8-AC34-29FF38FADD4A

Status: Completed

Subject: Contract Renewal Printing & Mailing Water and Sewer Bills Dove Mailing 11-19-25 BOC#25-0866

Parcel ID:

Source Envelope:

Document Pages: 5

Signatures: 4

Envelope Originator:

Certificate Pages: 6

Initials: 0

Mark Hawks

AutoNav: Enabled

Stamps: 1

141 Pryor Street

Enveloped Stamping: Enabled

Purchasing & Contract Compliance, Suite 1168

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Atlanta, GA 30303

mark.hawks@fultoncountyga.gov

IP Address: 144.125.34.76

Record Tracking

Status: Original

11/20/2025 6:57:10 AM

Holder: Mark Hawks

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

Signer Events

Signature



Signature Adoption: Pre-selected Style
Using IP Address: 50.246.17.145

Timestamp

Sent: 11/20/2025 7:00:02 AM

Viewed: 11/20/2025 12:45:54 PM

Signed: 11/20/2025 1:33:40 PM

Electronic Record and Signature Disclosure:

Accepted: 11/1/2019 11:45:50 AM

ID: 513b1296-23f7-4e31-9327-f05237ee0e6d

Completed

Using IP Address: 134.231.232.249

Mark Hawks

mark.hawks@fultoncountyga.gov

Chief Assistant Purchasing Agent

Purchasing and Contract Compliance

Security Level: Email, Account Authentication (None)

Completed

Sent: 11/20/2025 1:33:41 PM

Viewed: 11/20/2025 1:35:12 PM

Signed: 11/20/2025 1:35:49 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign



Signature Adoption: Drawn on Device
Using IP Address: 2600:387:f:219::7
Signed using mobile

Sent: 11/20/2025 1:35:50 PM

Viewed: 11/20/2025 5:16:23 PM

Signed: 11/20/2025 5:16:47 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Completed

Using IP Address: 74.174.59.10

Sent: 11/20/2025 5:16:49 PM

Viewed: 11/24/2025 11:56:44 AM

Signed: 11/24/2025 11:57:45 AM

Nikki Peterson

nikki.peterson@fultoncountyga.gov

Chief Deputy Clerk to the Board of Commissioners

Fulton County Government

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Accepted: 11/27/2017 10:39:37 AM

ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8

| Signer Events | Signature | Timestamp |
|--|--|--|
| Robert L. Pitts harriet.thomas@fultoncountyga.gov Chairman Fulton County Security Level: Email, Account Authentication (None) |  | Sent: 11/24/2025 11:57:47 AM Viewed: 11/24/2025 12:33:23 PM Signed: 11/24/2025 12:33:33 PM |
| Electronic Record and Signature Disclosure: | | |
| Accepted: 11/24/2025 12:33:23 PM ID: 594c3572-aa7e-4331-8fdb-5bb623a60a6c | | |
| Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Government Security Level: Email, Account Authentication (None) |   | Sent: 11/24/2025 12:33:34 PM Viewed: 11/24/2025 4:10:01 PM Signed: 11/24/2025 4:10:16 PM |
| Electronic Record and Signature Disclosure: | | |
| Accepted: 10/27/2025 8:21:47 AM ID: 4889b84d-8ea3-4ba9-bf87-bf4c309e21ab | | |
| In Person Signer Events | Signature | Timestamp |
| Editor Delivery Events | Status | Timestamp |
| Agent Delivery Events | Status | Timestamp |
| Intermediary Delivery Events | Status | Timestamp |
| Certified Delivery Events | Status | Timestamp |
| Carbon Copy Events | Status | Timestamp |
| Jaunius Simokaitis Jaunius.Simokaitis@Fultoncountyga.gov Utility Billing & Collections Manager Fulton County Government Security Level: Email, Account Authentication (None) |  | Sent: 11/24/2025 4:10:18 PM |
| Electronic Record and Signature Disclosure: | | |
| Not Offered via DocuSign | | |
| Dian DeVaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) |  | Sent: 11/24/2025 4:10:19 PM Viewed: 12/1/2025 11:54:14 AM |
| Electronic Record and Signature Disclosure: | | |
| Not Offered via DocuSign | | |
| Witness Events | Signature | Timestamp |
| Notary Events | Signature | Timestamp |
| Envelope Summary Events | Status | Timestamps |
| Envelope Sent | Hashed/Encrypted | 11/20/2025 7:00:02 AM |

| Envelope Summary Events | Status | Timestamps |
|---|------------------|-----------------------|
| Certified Delivered | Security Checked | 11/24/2025 4:10:01 PM |
| Signing Complete | Security Checked | 11/24/2025 4:10:16 PM |
| Completed | Security Checked | 11/24/2025 4:10:19 PM |
| Payment Events | Status | Timestamps |
| Electronic Record and Signature Disclosure | | |

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Fulton County, Georgia:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: glenn.king@fultoncountyga.gov

To advise Carahsoft OBO Fulton County, Georgia of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at glenn.king@fultoncountyga.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

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- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

| | |
|----------------------------|---|
| Operating Systems: | Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X |
| Browsers: | Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only) |
| PDF Reader: | Acrobat® or similar software may be required to view and print PDF files |
| Screen Resolution: | 800 x 600 minimum |
| Enabled Security Settings: | Allow per session cookies |

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were

able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Carahsoft OBO Fulton County, Georgia as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Carahsoft OBO Fulton County, Georgia during the course of my relationship with you.