



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

DOVE MAILING, INC.

Robert L. Pitts

DocuSigned by:

Renee Newton

38F84F8025A74DD...

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

Renee Newton,
Executive VP

ATTEST:

ATTEST:

Tonya R. Grier

Tonya R. Grier
Clerk to the Commission



(Affix County Seal)

AUTHORIZATION OF RENEWAL:

Signed by:

Ray Turner

43EAB25F3E5E409...

Ray Turner, Interim Finance Director
Finance Department

ITEM#: _____ RM: _____
REGULAR MEETING

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

CERTIFICATE OF INSURANCE



ACORDTM**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 USI Insurance Services LLC 6100 Fairview Road, Suite 800 Charlotte, NC 28210 855 874-1396	CONTACT NAME: Javan Campbell PHONE (A/C, No, Ext): - FAX (A/C, No): E-MAIL ADDRESS: Javan Campbell <table border="1"> <tr> <th data-bbox="803 420 1437 451">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1437 420 1576 451">NAIC #</th> </tr> <tr> <td data-bbox="803 451 1437 483">INSURER A : Chubb National Insurance Company</td> <td data-bbox="1437 451 1576 483">10052</td> </tr> <tr> <td data-bbox="803 483 1437 514">INSURER B : Swiss Re Corp Solutions Premier Ins Cor</td> <td data-bbox="1437 483 1576 514">32778</td> </tr> <tr> <td data-bbox="803 514 1437 546">INSURER C : Twin City Fire Insurance Company</td> <td data-bbox="1437 514 1576 546">29459</td> </tr> <tr> <td data-bbox="803 546 1437 577">INSURER D : Selective Insurance Company of America</td> <td data-bbox="1437 546 1576 577">12572</td> </tr> <tr> <td data-bbox="803 577 1437 609">INSURER E :</td> <td data-bbox="1437 577 1576 609"></td> </tr> <tr> <td data-bbox="803 609 1437 638">INSURER F :</td> <td data-bbox="1437 609 1576 638"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	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 :	
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INSURER D : Selective Insurance Company of America	12572														
INSURER E :															
INSURER F :															
INSURED Dove Mailing, Inc. 5601 Fulton Industrial Blvd Sw Atlanta, GA 30336															

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 WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			D02083310	12/08/2025	12/08/2026	EACH OCCURRENCE \$1,000,000 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 PRODUCTS - COMP/OP AGG \$3,000,000 \$
D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			S2543011	11/21/2025	11/21/2026	COMBINED SINGLE LIMIT (Ea accident) \$5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE DED RETENTION \$			56719679	12/08/2025	12/08/2026	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> 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

Paula B. Bulman

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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

Envelopeld 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

Holder: Mark Hawks

Location: DocuSign

11/20/2025 6:57:10 AM

mark.hawks@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

Signer Events

Signature

Timestamp

Renee Newton

rnewton@dovemailing.com

Executive VP

Dove Mailing, Inc.

Security Level: Email, Account Authentication (None)

DocuSigned by:

Renee Newton

38F84F8025A74DD...

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

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

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

Signature Adoption: Pre-selected Style

Using IP Address: 50.246.17.145

Electronic Record and Signature Disclosure:

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

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

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

Using IP Address: 134.231.232.249

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Ray Turner

Ray.Turner@fultoncountyga.gov

Deputy Director

Fulton County Government

Security Level: Email, Account Authentication (None)

Signed by:

Ray Turner

43EAB45F3E5E409...

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

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

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

Signature Adoption: Drawn on Device

Using IP Address: 2600:387:f:219::7

Signed using mobile

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Nikki Peterson

nikki.peterson@fultoncountyga.gov

Chief Deputy Clerk to the Board of Commissioners

Fulton County Government

Security Level: Email, Account Authentication (None)

Completed

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

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


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

Using IP Address: 74.174.59.10

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)	 Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.10	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-4331-8fbd-5bb623a60a6c

Tonya Grier
tonya.grier@fultoncountyga.gov
Clerk to the Commission
Fulton County Government
Security Level: Email, Account Authentication (None)





Signature Adoption: Uploaded Signature Image
Using IP Address: 186.189.57.162
Signed using mobile

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
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Jaunius Simokaitis
Jaunius.Simokaitis@Fultoncountyga.gov
Utility Billing & Collections Manager
Fulton County Government
Security Level: Email, Account Authentication (None)

COPIED

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)

COPIED

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
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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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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From time to time, Carahsoft OBO Fulton County, Georgia (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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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.

All notices and disclosures will be sent to you electronically

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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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

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To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- 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.