



Vickie L. Neikirk  
Chief Financial Officer

## DAWSON COUNTY FINANCE DEPARTMENT

September 10, 2019

Bates, Carter & Company, LLP  
Attn: Kristi L. Griffin  
525 Candler Street  
Gainesville, GA 30501  
[kgriffin@batescarter.com](mailto:kgriffin@batescarter.com)

Subject: Annual Agreement Renewal – #324-18 Audit Services

The County and Bates, Carter & Company entered into an agreement for services above on November 1, 2018. As of December 31, 2019, the above listed contract's current term will expire. The provisions for renewal options exist within the contract document. The Dawson County Board of Commissioners wishes to exercise the renewal option year term effective January 1, 2020 through December 31, 2020.

At the bottom of this letter you will see two available options: 1) renew the contract as it is; 2) let the contract expire. Please mark where appropriate, sign and date this letter and return it to my attention no later than close of business **Monday, November 4, 2019**. **Please return the completed letter via e-mail to [mhawk@dawsoncounty.org](mailto:mhawk@dawsoncounty.org)**

Thank you for your prompt attention to this matter, please do not hesitate to contact me at (706) 344-3501 should you have any questions.

Sincerely,

Melissa Hawk,  
Purchasing Manager

Yes, we want to renew the subject contract for one (1) additional year at the current pricing. Contract period will be effective January 1, 2020 through December 31, 2020.

Please provide your E-Verify number \_\_\_\_\_. Please provide a current insurance certificate.

No, it is not desirable to renew the above-referenced contract and wish it to expire on December 31, 2019.

Authorized Signature: *Kristi L. Griffin*

Dated: 10/16/19

Accounting

Accounts Payable

Accounts Receivable

Budget

Grant Administration

Payroll

Purchasing

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