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R-382-2014



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

June 9, 2015

United Mail LLC
Attn: Anita Corder
4410 Bishop Lane
Louisville KY 40218

SUBJECT: Renewal of Procurement Contract #382-2014
Mailing Services

Dear Ms. Corder:

The Procurement Contract executed between your firm and the Lexington-Fayette Urban County Government is scheduled to expire 7-8-2015.

Section A of the Procurement Contract Bid Conditions provides for renewal of the Contract upon agreement of both parties, executed in writing, prior to expiration of the contract.

The Lexington-Fayette Urban County Government hereby agrees to extend the contract at the same price level and conditions. The extended expiration date of the Procurement Contract will be 7-8-2016.

Please indicate your acceptance of the renewal or wish for cancellation of the Procurement Contract by checking appropriate box, signing this letter and returning it **within 10 working days** to the **Division of Central Purchasing, 200 East Main Street, Lexington, Kentucky 40507**.

Upon receiving request to cancel contract, the Lexington-Fayette Urban County Government will re-bid contract at our discretion, with or without revised specifications.

Sincerely,

Todd Slatin, Director

Renew Contract Cancel Contract

Signature Anita Corder

Title VP Procurement

Date 6/16/15