

OCT 20 2015 AM 9:51



R-617-2014

Lexington-Fayette Urban County Government  
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray  
Mayor

William O'Mara  
Commissioner

October 13, 2015

Ron Cooper Co., Inc.  
Attn: Stacy Dodgion  
308 E. Main Street  
Grayson KY 41143

SUBJECT: Renewal of Procurement Contract #617-2014  
Record Keeping Supplies

Dear Ms. Dodgion,

The Procurement Contract executed between your firm and the Lexington-Fayette Urban County Government is scheduled to expire 11-13-2015.

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 11-13-2016.

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 Stacy Dodgion

Title President

Date 10-16-15