



DEPARTMENT OF PURCHASING AND CONTRACTS

20 N. MAIN STREET, ROOM 266 ♦ BROOKSVILLE, FLORIDA 34601  
P 352.754.4020 ♦ F 352.754.4199 ♦ W www.HernandoCounty.us

June 4, 2020

(via email: [lfoerster@cathedralcorporation.com](mailto:lfoerster@cathedralcorporation.com) )  
Ms. Marianne Gaige, Chairman & CEO  
Cathedral Corporation  
3851 TPC Drive  
Tampa, FL 32822

RE: Renewal of Contract No. 18-T00039/DK for Utilities Bill Print and Mailing Services

Dear Ms. Gaige:

Please be advised that the above-referenced contract expires on September 27, 2020. The Contract allows for three (3) additional twelve (12) month period upon mutual agreement.

Please inform this office by your signature below, your intention to extend the Contract for the first twelve (12) month extension at current rate and with the same terms and conditions. **Your response must be received in this office no later than 5:00 p.m. Friday, June 12, 2020.** For your convenience, your response may be faxed to the number above or emailed to my attention at [chall@hernandocounty.us](mailto:chall@hernandocounty.us).

Thank you for your continued interest in serving the needs of Hernando County. If you have any questions, please contact me at 352-754-4020.

Sincerely,

*Carina Hall*  
Senior Buyer

cc: Bid File No.18-T00039/DK (BOCC approval Doc Id. No.14372)

**Agree (Extend contract at current rate and with same terms and conditions.)**

**Disagree (Attach explanation.)**

Signature