

March 24, 2020

Cathedral Corporation  
6851 TPC Drive  
Orlando, FL 32822

Dear Vendor:

Our Agreement for Utility Bill Print and Mailing Services, based upon Hernando County Bid# 18-T00039/DK, Blanket Purchase Order B003181, expires on September 27, 2020.

The Office of Procurement Services would like to renew the agreement for a one (1) year renewal period under the terms and conditions utilizing Blanket Purchase Order B003181 (copy attached).

Please advise your interest in renewing this Agreement by marking the appropriate response, signing, and returning this correspondence.

If you are unable to renew this agreement, please explain reason(s) in a separate letter.

Thanks for your help with this matter and as always, please call me at 954-921-3552 if you have questions.

A response as soon as possible would be appreciated.

Sincerely,



Robert Lowery, Procurement Contracts Officer  
Office of Procurement Services

RL/dm

I agree: \_\_\_\_\_  
(Signature)

I disagree: \_\_\_\_\_  
(Signature)

Name: Lori Foerster  
\_\_\_\_\_  
(Typed or Printed)

Date: March 24, 2020  
\_\_\_\_\_