



Office of Purchasing
10910 Clarksville Pike
Ellicott City, Maryland 21042-6198
(410) 313-6723, fax (410) 313-6789

August 30, 2022

Mr. Daniel Orr, Jr.
Jenae Progar
Ryan Strout
W.B. Mason Co., Inc.
9420 Gerwig Lane
Columbia, MD 21046

ryan.strout@wbmason.com
jenae.progar@wbmason.com

Re: Bid #003.20.B4 Custodial Paper Products.

Dear Mr. Orr:

In accordance with the Terms and Conditions, The Howard County Public School System has chosen to renew Contract #003.20.B4, Custodial Paper Products for an additional one-year period. This is the Third renewal period. There are two (2) renewal options remaining.

The new contract period will be September 12, 2022 to September 11, 2023.

The TERMS AND CONDITIONS of the initial contract remain firm.

The Purchasing Office will issue a Purchase Order(s) to your firm as required.

Mr. Kris Baylor, (410) 313-2595, is the School System's Contract Manager for the administration of this contract.

If you have any questions, please contact me at your convenience, (410) 313-6723.

Sincerely,

Robert B. Gill, CPPO, CPPB
Purchasing Specialist

cc: Kris baylor
file