



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

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August 28, 2023

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 Fourth renewal period. There is one (1) renewal option remaining.

The new contract period will be September 12, 2023 to September 11, 2024.

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) 313-1559.

Sincerely,

Oluwakemi (Kemi) Adesina, CPPB, NIGP-CPP, PMP, CPSM, MCIPS  
Purchasing Specialist

cc: Kris Baylor  
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