



# County of Jefferson

## State of Missouri

Administration Center  
729 Maple Street · PO Box 100  
Hillsboro, Missouri 63050

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### Board of Executives

Chuck Banks  
Edward L. Kemp  
Patrick J. Lamping

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### DEPARTMENT OF ADMINISTRATIVE SERVICES

Web Address: [www.jeffcomo.org](http://www.jeffcomo.org)

Barbara Redecker  
Human Resources Manager  
797-5071 / Fax 797-5596

Vickie Pratt  
General Services/Contracts & Grants  
Manager  
797-5380 / Fax 797-5067

The Occupational Medicine Center  
1400 Hwy 61 Suite G-50  
Festus, Mo 63028

January 6, 2009

Attn: Kim Vance

Your company was awarded a bid for **“2008 Physicals (HAZMAT)”** for the County of Jefferson, Missouri in **November 2007**. The Invitation for Bid allows the County to renew your bid award for an additional one-year term with consent of the awarded bidder.

The County of Jefferson, Missouri desires to renew this bid award for an additional one year with the same terms and conditions. The new award dates shall be from **January 1, 2009 through December 31, 2009**.

Please include your updated insurance certificates required with this bid.

Please forward your new price listing if any to:

Vickie Pratt  
Contracts and Grants  
729 Maple Street  
PO Box 100  
Hillsboro, MO 63050

Please sign and return as soon as possible if your company agrees to renew this contract.

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Printed Name of Authorizing Agent

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Signature

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Date

If your company does not wish to renew this agreement, please advise as soon as possible. Any questions please contact me at (636) 797-5382.

Respectfully,

Vickie S. Pratt  
Department of Administration