



County of Jefferson

State of Missouri

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

Board of Executives

Chuck Banks
Edward L. Kemp
Patrick J. Lamping

DEPARTMENT OF ADMINISTRATIVE SERVICES

Stephen M. Stoll - Director

Web Address: 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

OFFICE SOURCE
719 RUDDER RD
FENTON MO 63026-2014

December 8, 2009

The County of Jefferson Missouri has awarded *Office Source* the bid for:

PRINTER, COPIER AND FAX SUPPLIES 2010

Purchases will be made as requested.

Ordinance Number: 09-0428

Contract Term: 1/1/2010 to 12/31/2010

The CONTRACT PURCHASE ORDER is #: **C10COPIERSUPPLIES**
(This PO # must appear on ALL Invoices)

PURCHASES CAN BE MADE BY ALL COUNTY DEPARTMENTS.
ALL INVOICES MUST BE SUBMITTED TO THE REQUESTING DEPARTMENT.
ALL INVOICES MUST INDICATE THE CONTRACT PURCHASE ORDER NUMBER.

JEFFERSON COUNTY IS TAX EXEMPT: TAX ID NUMBER 12545597.

Vickie S. Pratt
Department of Administration
(636) 797-5382