



# 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](http://www.jeffcomo.org)

Barbara Redecker  
Human Resources Manager

(636)797-5071 / Fax (636)797-5596

Vickie Pratt  
General Services/Contracts & Grants Manager  
(636)797-5380 / Fax (636)797-5067

US FOOD SERVICE  
502 SOUTH CARTY  
SALEM MO 65560

October 8, 2010

Attn: Craig Jordison

Your company was awarded a bid for **“2009 Food, Dairy, and Bakery Products”** for the County of Jefferson, Missouri in **November 2009**. 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, 2011 through December 31, 2011**.

Please include your updated insurance certificates required with this bid.

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

\_\_\_\_\_  
Printed Name of Authorizing Agent

\_\_\_\_\_  
Signature

\_\_\_\_\_  
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 Administrative Services