



County of Jefferson

State of Missouri

Administration Center
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Hillsboro, Missouri 63050

Ken Waller

County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

Stephen M. Stoll—Director

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PERSONAL ASSISTANCE SERVICES
9735 LANDMARK PARKWAY DR STE 17
ST LOUIS MO 63127-1663

November 22, 2011

The County of Jefferson, Missouri has awarded *Personal Assistance Services* the renewal contract for *Employee Assistance Program 2011* for an additional 1 year term at the same terms and conditions as previously awarded.

The renewal period is from 01-01-2012 through 12-31-2012.

Ordinance Number: 11-0345

Purchases will be made as requested.

The CONTRACT PURCHASE ORDER is #: **C12EAP**
(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
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