



# County of Jefferson

## State of Missouri

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

Ken Waller

County Executive

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### DEPARTMENT OF ADMINISTRATIVE SERVICES

**Stephen M. Stoll—Director**

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

Linda Kresko  
Human Resources Manager  
(636)797-5071 / Fax (636)797-5596

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

TRACTOR TRAILER SUPPLY  
2525 NATURAL BRIDGE AVE  
ST LOUIS MO 63107-3039

February 4, 2011

Attn: Darell Spearman

Your company was awarded a bid for **“HEAVY TRUCK PARTS & SUPPLIES 2010”** for the County of Jefferson, Missouri in **May 2010**. 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 **May 3, 2011 through May 2, 2012**.

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.

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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 Administrative Services