

MC
MONTGOMERY
COLLEGE

Office of Procurement

June 24, 2019

John Kolm, CEO
Team Results USA
13724 Canal Vista Court
Potomac, MD 20854

RE: Bid No. 517-013, Professional Development Training Services (Contract Renewal Notice)

Dear Mr. Kolm:

Thank you for your continued interest in doing business with Montgomery College. In accordance with the terms of the contract, the College has elected to exercise its option to renew the contract for an additional one-year term. This letter constitutes the third year (second extension period) of a 5-year contract, to cover the period **July 1, 2019 through June 30, 2020**. All other specifications, pricing, and the terms and conditions of the original contract shall remain in effect during this contract period. Subsequent purchase order(s) will be issued upon request for services.

When providing services for the College, conditions of the contract require the Contractor to furnish the College a Certificate of Liability Insurance as evidence of the required coverage. When requested to provide service(s) to the College, liability insurance must be effective and current during the period of service. A copy must be sent to the Office of Procurement to be kept on file for reference.

Please contact Cherree Adams at 240-567-5285 or by email: cherree.adams@montgomerycollege.edu if you have any questions regarding this renewal letter. Thank you.

Sincerely,



Patrick Johnson, MBA
Director of Procurement

cc: Cherree Adams, Purchasing Manager
Regina Manduley, IT Resource Management Director