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We are committed to the success of every student!

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February 7, 2018

Attn: Mr. Rami Rawdah, MPA
ImageStoreHouse, LLC
8131 Baymeadows Circle West, Ste. 202
Jacksonville, Florida 32256

Re: Clay County Board of County Commissioners Bid #15/16-3 Contract Renewal: **Piggybacking Arrangement**

Dear Mr. Rawdah,

It is our pleasure to inform you that on February 6, 2018, the School Board renewed its contract your firm to provide document scanning, imaging, indexing, and handling services, in strict accordance with the referenced Clay County contract. This renewal letter, the original award letter dated April 16, 2016, and the referenced agreement together form the contract between our two organizations. All imaging services ordered by the School Board will be via official School Board purchase order(s). The contract term begins February 1, 2018, and end January 31, 2019.

By no later than February 20, 2018, please submit a Certificate of Insurance to my attention at hacketwd@gm.sbac.edu. The certificate shall comply with the coverage requirements contained in the referenced contract and shall name the School Board of Alachua County, Florida as additional insured under the commercial general and automobile liability policies.

Please note that the confidential information clause incorporated into the contract via the April 16, 2016, award letter is in full force and effect.

We look forward to continuing our successful business relationship with your firm. Please do not hesitate to contact my office should you have any questions about this letter.

Respectfully,

THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA

Wayne D. Hackett, CPCM
Executive Director, Finance/Purchasing

Cc: J. Holliman, CTO
S. Wynn, Director
W. Calsam, HR Supervisor
S. White, Benefits Coordinator
Contract File