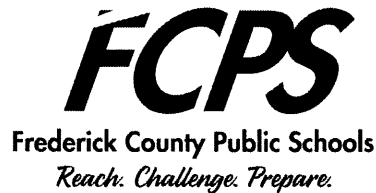


Purchasing Office  
191 South East Street  
Frederick, Maryland 21701  
301-644-5074 phone  
301-644-5213 fax



Stephen P. Starmer, C.P.M., CSBA  
Purchasing Manager  
Kim Miskell, Assistant Purchasing Manager  
Billie Laughland, Purchasing Agent  
Bill Meekins, CPPB, CPCP, Purchasing Agent  
Shane Ryberg, Purchasing Agent

May 10, 2018

Mark's Equipment Service Inc.  
5090 Mountville Road  
Frederick, MD 21703  
Attn.: Christopher Sexton, Vice President  
Email: [csexton@marksequipmentservice.com](mailto:csexton@marksequipmentservice.com)

Dear Mr. Sexton,

Reference: Quote 18Q2, Vehicle Towing and Recovery

Please be advised that the Frederick County Public Schools has awarded your company the contract for Quote 18Q2, Vehicle Towing and Recovery, per the attached summary of award.

This contract shall be effective for a two-year period effective from June 1, 2018 through April 30, 2020 with two (2) two-year renewal options available.

As stated in the specifications (refer bid package page 27, Section II #9), I expect to receive the following documents from you within 10 business days:

Certificate of Insurance

Your continued interest in serving the Frederick County Public Schools is appreciated. Should you have any questions concerning this matter, please contact me at (301) 644-5204.

Sincerely,

*Shane Ryberg* 

Shane Ryberg  
Purchasing Agent

SR/jc

Attachments

cc: Mark Maggitti, Fleet Maintenance Manager