

**Purchasing Office**  
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Manager  
Bill Meekins CPPB, CPPO, NIGP-CPP, CSBO,  
CPCP, Purchasing Agent  
**Shane Ryberg, Purchasing Agent**

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March 29, 2021

Premier, Inc.  
13034 Ballantyne Corporate Place  
Charlotte, NC 28277  
Attn: Jon Garrett, Vice President  
[jon\\_garrett@premierinc.com](mailto:jon_garrett@premierinc.com)

Dear Mr. Garrett:

Ref: Notice of Award – RFP 19FS1, Food Products and Distribution for K-12 and Other Public Agencies

Please be advised that on March 24, 2021, the Board of Education of Frederick County renewed the contract for RFP 19FS1, Food Products and Distribution for K-12 and Other Public Agencies, with your company, per the attached Summary of Renewal.

The renewal term shall be effective from June 1, 2021 through May 31, 2023, with two two-year renewal options remaining.

As stated in the specifications, please send the following document within the next ten days:

- A current Certificate of Insurance in accordance with the coverage requirements listed in the bid document.

Your continued interest in serving 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

Attachments: Summary of Renewal

SR/kl

cc: Robert Kelly, Director, Food and Nutrition Services  
Bid file