

**BARRY GLASSMAN**  
HARFORD COUNTY EXECUTIVE

**BILLY BONIFACE**  
DIRECTOR OF ADMINISTRATION



**KAREN D. MYERS, CPPB**  
DIRECTOR OF PROCUREMENT

VIA EMAIL: [jimhuber@teamservicecorporation.com](mailto:jimhuber@teamservicecorporation.com)

January 4, 2018

Mr. James Huber  
Team Service Corporation of New York  
1401 Angela Avenue  
Baltimore, Maryland 21227

Re: 16-085 BRCPC – Pump, Motor and Mechanical Equipment Maintenance Services

Dear Mr. Huber:

The contract with your firm under the above-referenced RFP expires on February 23, 2018. It contains a provision to extend the term for three (3) additional one (1) year periods at the same terms, conditions, and prices. Harford County wishes to exercise the second option year, extending the term from February 24, 2018 to February 23, 2019.

Please acknowledge by signing at the bottom of this page and return it to this office, along with one copy of the required Certificate of Insurance within ten (10) business days, via email to [kmdanna@harfordcountymd.gov](mailto:kmdanna@harfordcountymd.gov). Please have your insurer indicate the above referenced Harford County bid number on the certificate and name Harford County, Maryland, 220 S. Main Street, Bel Air, Maryland 21014 as an additional insured and Certificate Holder and attach the additional insured endorsement.

Signature must be that of the Corporation President, Vice President or CEO. If another individual signs, a Power of Attorney or other authorization must accompany the Contract delegating authority to that individual.

Should you have any questions, I can be contacted at the telephone number shown below.

Very truly yours

Michael J. Turner  
Procurement Agent

MJT:KMD/kmd

cc: Jimmy Hynes, DPW/W&S/AWTP

Signature

James M. Huber, Vice President  
Name and Title (Print or Type)

1-8-2018

Date

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220 South Main Street, Bel Air, Maryland 21014

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