

School Board of Brevard County
Office of Procurement & Distribution Services
2700 Judge Fran Jamieson Way
Viera, FL 32940-6601
Mark J. Rendell, Ed.D., Superintendent.



January 24, 2024

Polar King International, Inc
Dan Parsenow
4410 New Haven Ave
Fort Wayne, IN 46803

dan.parsenow@polarking.com

RE: BID RENEWAL REQUEST
ITB 19-586-B-NC Walk-In Cooler/Freezer

Dear Dan Parsenow,

Our current contract with your firm expires on May 13, 2024. We would like to extend this contract for an additional six (6) month period under the same terms and conditions if agreeable to both parties.

The six (6) month extended period would end on November 13, 2024, or when a new solicitation is Board approved, whichever occurs first. If you agree to extending the contract, please sign electronically below and return to the email address listed below.

Please contact Michelle Cherry, Sr. Procurement Agent at 321-633-1000, ext. 11630 or by email at cherry.cynthia@Brevardschools.org if you should have any questions. Thank you for your past services, and we look forward to working with you in the future.

Sincerely,

Kristine Rodriguez, MBA, NIGP-CPP, CPPO, CPPB
Director of Procurement & Distribution Services

Polar King International, Inc., agrees to a six (6) month extension of ITB 19-586-B-NC Walk-In Cooler/Freezer. The terms and conditions of the Solicitation remain in full force and effect except for the term, which is extended by this letter.

Signature

Printed Name and Title

Date