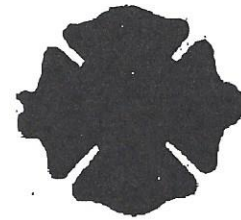


Aug. 16. 2018 10:03AM

No. 2235 P. 2



**Town of Palm Beach
Fire Rescue Department**



August 9, 2018

Applied Business Services
Security Collection Agency
Attn: Pam Grant, Client Services Supervisor
617 Soundside Road
Edenton, NC 27932

RE: RFP No. 2015-30- Billing Collection Services
Year 4 of Contract – Second Renewal

Dear Ms. Grant:

As specified in the RFP document, we have the option to renew the existing contract for another one-year period if it is mutually agreeable to all parties.

Please advise, by signature of the appropriate binding party, if a one-year extension of our current contract at the same terms, conditions, specifications and pricing stated therein would be acceptable.

Please complete and return this form to me by no later than 4:00 PM August 27, 2018. Your response may be faxed to 561-838-5408 or emailed to bhardy@townofpalmbeach.com.

Respectfully,

A handwritten signature in cursive script that reads "Belinda Hardy".

Belinda Hardy
Office Manager

☒ I hereby agree to a one-year extension of the subject bid.

☐ I do not approve a one-year extension of the subject bid for the following reasons:

A handwritten signature in cursive script that reads "Tywanda Foreman".
Signature

08/16/2018
Date

Tywanda Foreman
Name (Print)

- Compliance Officer