

June 30, 2018

Troxell Communications  
ATTN: Bid Department  
70 Buckwalter Rd, Suite 900, #423  
Royersford, PA 19468

Dear Sirs,

The Lancaster-Lebanon Intermediate Unit 13 (IU13) is pleased to inform you that at its regular meeting on June 20, 2018, the IU13 Board of School Directors awarded the Furniture Catalog Discount Bid #178-013 to Troxell Communications, based on the proposal submitted to IU13.

The contract effective start date will be July 1, 2018 with a term of two years, expiring on June 30, 2020. Additionally, per the terms and conditions, the contract may be extended by a year.

Congratulations on this award. IU13 and its participating agencies look forward to working with you.

Sincerely,



Steven M. Frey  
IU13, Collaborative and Purchasing Services Manager