



**Purchasing and Distribution Services
Lee's Summit R-VII School District
702 SE M-291 Highway
Lee's Summit, MO 64063
(816) 986-2195**

October 17, 2017

Mr. Vincent A. Woska
Scantek Infrared Services
1 SW 5th Street
Lee's Summit, MO 64063

Re: Renewal of Yearly Contract for Infrared Scan Services As Needed 2015-14R

Dear Mr. Woska:

I am writing in regard to the above referenced contract that your company has with the Lee's Summit R-7 School District. The contract expires on June 15, 2017 and is eligible for an additional one-year renewal, in accordance with the District's Purchasing Policy.

If you are interested in renewing this contract for an additional one-year period, please complete the appropriate section below and return your response to me no later than 10/20/2017 via email, fax at 816-986-2454 or by US mail. If a price increase is requested, please attach manufacturer/supplier documentation that supports the price increase. If a price increase is requested for a renewal period the increase will be limited to the current Federal Price Index, "CPI-U, All Items" (Urban Consumers) index CPI rate.

Thank you for your consideration in this matter. If you have any questions concerning this, please feel free to contact me at 816-986-2196.

Sincerely,

Christa Battaglia, CPPB
Purchasing Supervisor

Yes, I will renew at the same pricing

No, I will require an increase of _____%
Above the original bid pricing. Supporting
Documentation is attached. If a price
Increase is requested, fill out the attached
Renewal pricing sheet reflecting the
Percentage of increase you are requesting.

Authorized Signature

October 19, 2017
Date