



# Broome County Division of Purchasing

Debra A. Preston, County Executive . John A. Flynn, Jr., Director of Purchasing

## NOTICE OF BID RENEWAL

June 23, 2016

ASSOCIATION FOR VISION REHABILITATION AND EMPLOYMENT (AVRE)  
17 Court St  
Binghamton, NY 13901

To Whom It May Concern:

This letter shall serve notice that the Board of Acquisition and Contract (BAC) approved the following bid renewal option on June 22, 2016:

BID #: Preferred Source  
BID TITLE: Purchase of Copy Paper for all County Departments and Open to Political Subdivisions  
CA #: 2569  
AMOUNT: Per Attached  
TERM: 07/01/2016 – 06/30/2017

Purchase order(s) will be forthcoming upon receipt of a certificate of insurance in compliance with the insurance requirements as stated in the specifications. **Incorrect insurance certificates will cause delays in payment.**

**If you have not submitted the proper insurance certificate, please send/fax a copy to Robert Murphy, Risk Manager, Broome County Office of Risk Management, County Office Building, 3rd Floor, 60 Hawley Street, P.O. Box 1766, Binghamton, NY 13902-1766. Phone: (607) 778-2402 Fax #: (607) 778-6009.**

**IMPORTANT: Please include the *bid title* and *bid number* on the insurance certificate.**

Very truly yours,

John A. Flynn, Jr.  
Director

Attachment(s)

c: Chuck Ellsworth - Purchasing  
Purchasing - Bid File  
Jeanne Bourque, Risk

