

May 5, 2021

Crystal Melton
Top Shlef Industires Operating, LTD
DBA Top of Texas Hand Sanitizer
16333 Prairie Garden Rd.
Canyon, TX 79015

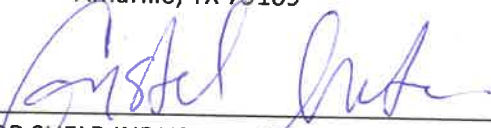
Re: Extension of TexBuy RFP #020-020 – STATE-WIDE CUSTODIAL SUPPLIES AND EQUIPMENT CATALOG

Dear Ms. Melton:

In accordance with the TexBuy Request for Proposal #020-020 award dated July 1, 2020, Region 16 ESC would like to offer you a twelve-month extension of our current agreement, effective July 1, 2021 to June 30, 2022. As stated under Termination of Contract: Region 16 ESC may extend the agreement up to an additional thirty-six months, in twelve-month increments, beyond June 30, 2021 by mutual agreement between the Vendor and Region 16 ESC. This extension represents the **first** of three extension opportunities.

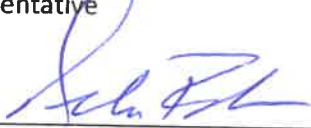
Please indicate your acceptance of this extension by signing below and returning the original to:

Andrew Pickens
Director of Purchasing and Operations
Region 16 ESC
5800 Bell Street
Amarillo, TX 79109



TOP SHELP INDUSTRIES OPERATING, LTD
Agent-Representative

Date: 5/10/2021



Andrew Pickens
Director of Purchasing

Date: May 5, 2021