

January 22, 2021

This letter confirms our decision to purchase the following equipment and services below for use in the Cedar Springs Public Library from your company during the next E-rate funding year (07/01/2021 to 09/30/2022) as specified in the specifications and price quotations. The cost for the projects shall be no more than as follows:

1. One firewall at \$1,500.00.
2. Installation for the above = \$750.00.

Total annual fee for 2021 is \$2,250.00.

The procurement of these products/services will be dependant upon the following conditions:

1. Final approval of next year's fiscal budget;
2. Contract confirmation by next year's library board;
3. Award of associated E-rate funding; and
4. Changes in proposed technology plan.

To accept these terms and conditions, please sign below and return by email or fax to (815) 717-9761.

We look forward to working with you on this project.

Sincerely,

Vendor agreement:

Donna Clark, Library Director

Date: _____

Nick Heimler, IT Consultant

Date: _____