



September 18, 2023

Amazon.com Services LLC  
(Amazon Business)  
Attn: Brett Tuson  
Seattle, WA 98109-5210

Re: Contract Renewal  
Contract #R-TC-17006 – On-line Marketplace for Purchases of Products and Services

Dear Mr. Tuson:

This is to advise you that Prince William County Public Schools (PWCS) desires to renew the referenced contract for an additional two-year period in accordance with the Section 3. CONTRACT TERM AND RENEWAL clause in the Contract. We will be exercising the second of three renewals, each of the renewals to be an additional two (2) year period. The current contract expires January 18, 2024.

Please advise me if you desire to renew the contract and prices in accordance with the terms of the contract by signing and returning this **Contract Renewal** form no later than November 6, 2023. In addition to this renewal, you must also provide an updated copy of your **Certificate of Insurance (COI)** with Prince William County School Board listed as an additional insured. The Certificate Holder address can be added to the COI as follows: *P.O. Box 389, Manassas, VA 20108*.

If you have any questions on this matter, please contact me by phone at (703) 791-8888 or via email at [sobersk@pwcs.edu](mailto:sobersk@pwcs.edu).

Sincerely,

Karen Sobers, CPPB  
Senior Buyer

#### Acceptance Agreement

It is mutually agreed that the above-mentioned contract is renewed for the period of **January 19, 2024** to **January 18, 2026** and all terms and conditions in the original solicitation and contract shall remain the same.

Renew Contract: Yes: ☒ No: ☐

Prices and/or Discounts to Remain the Same: Yes: ☒ No: ☐ If no, explain under separate cover.

DocuSigned by:  
Vendor: Brett Tuson  
Legally Authorized Signature

Purchasing: Colleen Keener  
Legally Authorized Signature

Brett Tuson Authorized Signatory  
Print Name & Title

Colleen Keener, CPPB, CPCP, VCO, VCA  
Supervisor of Purchasing

Date: October 30, 2023

Date: 11/6/2023