

May 9, 2017

Bob Bonaventure, Vice President, Federal Government Sales  
GovDelivery, Inc.  
408 St. Peter St. Ste 600  
Saint Paul, MN 55102

RE: MCSA0031 Contract Renewal

Dear Bob Bonaventure:

This letter is notice to you that the State intends to renew the above contract for the period of July 1, 2017 through June 30, 2019. However, before your contract can be renewed, an Affirmative Action Program Verification Form must be submitted to the Ohio Department of Administrative Services, Equal Opportunity Division (EOD).

Instruction on how to complete the Affirmative Action Verification Form and the location of approved Affirmative Action Plans can be found here:

<http://das.ohio.gov/Divisions/EqualOpportunity/BusinessCertification/AffirmativeActionProgramVerification.aspx>.

After you have received approval of your Affirmative Action Plan or confirmed that you have an approved Affirmative Action Plan, from EOD, submit a copy of your approval to the acquisition analyst listed below.

The renewal of the Contract will be effective on the later of July 1, 2017 or the date the State issues a purchase order under the Contract.

The signed and dated Affirmative Action Program Verification letter should be returned via e-mail as soon as possible to: [Dan.Myers@das.ohio.gov](mailto:Dan.Myers@das.ohio.gov).

Thank you for your attention to this matter. Please do not hesitate to call Dan Myers at 614-995-0536 if you have any questions.

Sincerely,



Robert Blair  
Director

RB/djm