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PUBLIC SERVICE COMMISSION

April 16, 2021

Via Email: cseymour@crcsalomon.com

Cregg Seymour
President
CRC Salomon
2201 Old Court Road
Baltimore, MD 21208

Re: Notice To Proceed ("NTP")
Start Date: April 19, 2021
Invitation For Bid: PSC #01.17.21 Verbatim Court Reporting Services – Minor Proceedings

Mr. Seymour:

On April 14, 2021 a Proposed Awardee Notice was emailed to you and the award process started. Accompanying this NTP is the executed contract and purchase order ("PO") C90P1600025 in the amount of Fifty Thousand Dollars (\$50,000).

The start date of the contract begins April 19, 2021, with an expiration date of April 18, 2024 or when Fifty Thousand Dollars (\$50,000) in services by the Commission is reached.

All invoices for the contracted services should be addressed to the Maryland Public Service Commission, 6 St. Paul Street, Baltimore, MD 21202-6806. The header of each invoice must contain: the Contract Number: PSC #01.17.21, the PO#: C90P1600025, the remittance address, the case the invoice covers, the date of service and CRC Salomon's Federal ID Number. Invoices should be sent to the Contract Manager, Devan B Perry via email, accompanied by an electronic copy of the transcript the invoice is covering.

Contact me directly with any questions concerning this contract.

Sincerely,

A handwritten signature in blue ink, appearing to read "Devan B. Perry".

Devan B. Perry
Contract Manager/Procurement Officer
410-767-8009
devan.perry1@maryland.gov