

EXHIBIT A – SAMPLE OPTION LETTER

Table with 4 columns: Date: xx/xx/xxxx, Original Contract CMS #: xxxxx, Option Letter # x, CMS Routing # xxxxx

- 1) OPTIONS. Option to renew only for an additional period.
2) REQUIRED PROVISIONS.
a. In accordance with Section 5.B, (Term) State’s Option to Extend of the Original Price Agreement (“Contract”) effective xx/xx/xxx between the State of Colorado, Department of Personnel and Administration, State Purchasing Office (“State”) and [Contractor’s legal name] (“Contractor”), the State hereby exercises its option for an additional period beginning [date] and ending on [date] at the rates and same terms specified in Section 6, Statement of Work, C., Pricing and Price Changes and in Exhibit B, [Contractor] Pricing and Rates for purchase of [fire protection systems services & portable fire extinguishers].
b. (If applicable) Multiple Amendments/Options Exercised: As the Original Price Agreement represents State Price Agreement (CORE #201x-0000-0000-xxxx) where unit pricing is established, the amount of the current fiscal year value has not changed as consideration for goods/services ordered under the Original Price Agreement, as amended for the current fiscal year 201x. The Price Agreement shall have been amended as follows: Option Letter #1 (CMS xxxxx) effective xx/xx/xxxx, [and etc.].
3) Effective Date. The effective date of this Option Letter is upon approval of the State Controller or others delegated, or xx/xx/xxxx; whichever is later.

STATE OF COLORADO
John W. Hickenlooper, GOVERNOR
Department of Personnel and Administration
June Taylor, Executive Director
By: _____ Date: _____
[] Cindy Lombardi, State Purchasing & Contracts Director
[] Molly Randol, Strategic Sourcing Manager

ALL CONTRACTS REQUIRE APPROVAL BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Contracts. This Option Letter is not valid until signed and dated below by the State Controller or delegate. Contractor is not authorized to begin performance until such time. If Contractor begins performing prior thereto, the State of Colorado is not obligated to pay Contractor for such performance or for any goods and/or services provided hereunder.

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD
By: _____ Date: _____
[] Clark Bolser, Controller Delegate
[] Greg Garner, Controller Delegate
[] Floy Jeffares, Controller Delegate
[] Joe Weber, Controller Delegate