

AGENCY LETTER HEAD ENTERED HERE

MONTH DAY, YEAR

CONTRACTOR CONTACT  
COMPANY NAME  
CITY, STATE ZIP

VIA EMAIL TRANSMISSION  
EMAIL: CONTACT EMAIL

RE: Survivability of Temporary Augmented Staff Resource PSO

This letter is to inform the contractor, CONTRACTOR NAME, that the State of Idaho, AGENCY NAME, pursuant to contract SBPO1520108 is exercising the right to enact the Survivability clause, section 3.3 of the Special Terms and Conditions, for the Temporary Augmented Staffing Resource(s) PSOs listed for a total of 180 calendar days beyond the expiration of the contract. The PSOs listed below will be valid until September 28, 2022.

AGENCY TO LIST PSO NUMBER(S) IN THIS AREA FOR ABOVE CONTRACTOR

Sincerely,

AGENCY SIGNER NAME, AGENCY SIGNER TITLE

**INSTRUCTIONS (PLEASE DELETE INSTRUCTIONS BEFORE SENDING LETTER)**

This letter is for Agencies to use to send to Contractors to inform the Contractor the Agency is activating the Survivability Clause of their existing PSOs. No return signature needed from the contractor.

By activating the survivability clause the PSO for an Augmented Staff Resource can survive a maximum 180 calendar days from the expiration of the contract. All existing contracts expire March 31, 2022.

Agency to insert their letter head and insert agency information over red lettering, change all to black, and complete any other needed edits. Also, please delete the instructions portion.