



## MEMORANDUM

TO: Interested Firms for RFP#CU2301 Van Leases

From: Andrea Webb, Chief Procurement Officer

Date: May 24, 2023

Subject: RFP#CU2301 Cancellation Notice

Concord University would like to extend its gratitude to all vendors who have submitted bids for RFP#CU2301 Van Leases. At this time, given the bids received it is in the best interest of the University to cancel this RFP.

Sincerely,

*Andrea D Webb*

Andrea Webb  
Chief Procurement Officer