



Purchasing Unit - (559) 621-1332 - FAX (559) 488-1069 - www.fresno.gov
2600 Fresno Street, Room 2156
Fresno CA 93721-3622

Finance Department
Michael Lima
Finance Director

March 8, 2018

Univar USA, Inc.
8201 S. 212th St.
Kent, WA 98032

Dear Jennifer Perras:

SUBJECT: NOTICE OF AWARD
PRODUCTS REQUIREMENTS CONTRACT FOR BULK SODIUM HYDROXIDE, 25%
AND 50%
BID FILE NO. 9429

Thank you for submitting a bid proposal in response to the Notice Inviting Bids for the subject project.

On February 8, 2018, the City Council awarded a requirements contract, in the estimated total amount of \$307,998.68 for the subject project, to your firm as the lowest responsive and responsible bidder. The contract is for three years, effective from the date of the Notice to Proceed, and contains provisions for two one-year extensions.

Enclosed you will find two (2) copies of the contract. Please have both copies signed by an authorized representative of your company. If your company is a corporation, two signatures are required. One signature must be by the chairman of the board, the president, or any vice president of the corporation. The second signature must be by the secretary, any assistant secretary, the chief financial officer, or any assistant treasurer of the corporation. Other signatures are not acceptable for a corporation without a corporate resolution authorizing the individual to sign.

Please return both copies of the contracts to this office within fifteen (15) calendar days or no later than March 23, 2018. One fully executed copy of the contract will be forwarded to you with the Notice to Proceed.

All bid deposits in the form of cash or checks will be withheld until the contract is executed by both parties. Bid deposits in the form of bonds will not be returned unless requested in writing.

Sincerely,

Todd Knittel
Purchasing Manager

Enclosures