



ESSEX COUNTY

OFFICE OF THE MANAGER

7551 Court Street · P.O. Box 217 · Elizabethtown, New York 12932
Telephone (518) 873-3332 · Fax (518) 873-3339

Linda M. Wolf, CPA
Purchasing Agent

July 28, 2015

Della Toyota/Scion
32 Della Drive
Plattsburgh NY 12901
ATTN: Jessica Walker

Re: Notice to Bidders – MID SIZE SEDAN

Dear Ms. Walker:

We have awarded the above mentioned bid to your company in the amount of \$16,005.50.

A copy of the Tally Sheet and Award are available on our website at: www.co.essex.ny.us.

A Purchase Order will be provided to you shortly.

This Notice of Bid/RFP Award is subject to execution of a written contract and, as a result, this Notice does not constitute the formation of a contract between the parties. The vendor shall not have any legal or equitable rights until a contract/purchase order that is acceptable to Essex County is executed. Essex County reserves the right to cancel the award at any time prior to the execution of a written contract/purchase order.

Thank you for your participation.

If you have any questions about the above, please call me at 518-873-3332.

Sincerely,

Linda M. Wolf, CPA
Purchasing Agent

LMW/dt