



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

December 29, 2017

Jeff Rushby Mechanical LLC
198 Idaho Ave
Plattsburgh NY 12903
ATTN: Jeff Rushby

Re: Notice to Bidders

Dear Mr. Rushby:

We have awarded the Bid for PSB HVAC MAINTENANCE to your company in the amounts of:

Annual Amount:	\$16,000.00
Labor Rate:	\$ 98.00
Holidays/Nights/Weekend	\$ 145.00
Mileage:	\$.20
Travel Time:	\$ 109.00

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

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 that is acceptable to Essex County is executed. If the apparent successful vendor fails to negotiate and execute a contract which include the terms contained in the bid or RFP and such additional terms as are reasonably required by Essex County, Essex County may revoke the award and award the contract to the next lowest/responsible bidder or proposer or withdraw the bid/proposal. Essex County reserves the right to cancel the award at any time prior to the execution of a written contract.

A contract will be provided shortly.

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