



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

January 8, 2024

Johnson Controls Fire Protection LP
310 Hurricane Lane Suite #2
Williston VT 05495
ATTN: Heather Leigh Clark

Re: RFQ Fire Alarm Maintenance - PSB

Dear Ms. Clark:

We have awarded the RFQ for FIRE ALARM MAINTENANCE PSB to your company in the amounts indicated in your Quote.

This Notice of Bid/RFP/RFQ 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.

Please provide a copy of your Certificate of Insurance.

A Contract will be provided to you 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