



Savannah-Chatham County Public School System

208 Bull Street / Savannah, Georgia 31401 / 912.395.5600

VIA EMAIL: hugginswaste@gmail.com

July 23, 2020

Huggins Waste Service
Attn: Lori Huggins
71 Horsetrail Rd.
Pembroke, GA 31321

Subject: 21-03 Kitchen Grease Trap Cleaning (Annual Contract)

Dear Ms. Huggins:

Please be advised that the Savannah-Chatham County Public School System has selected your firm to receive the award of **Bid 21-03 Kitchen Grease Trap Cleaning (Annual Contract)**. Providing no protest regarding this award is received prior to **2:00 PM, Thursday, July 30, 2020** it is the intent of the Board of Education to enter into a contract with your firm for the services set forth in the solicitation.

The enclosed Contract for Goods and/or Services, once authorized by both parties, will serve as the contract. Please forward the following:

- Current certificate of liability insurance naming the District as certificate holder. The insurance requirements are listed in Section 17.0 of the contract.
- Complete and notarize the attached Contractor's Affidavit – The Federal Work Authorization User Identification Number is commonly known as E-verify.

The executed contract and required documents should be returned to my attention by **Thursday, July 30, 2020**. The contract will be conditional upon the vendor's ability to comply with **all** requirements set forth in the bid documents. Any contract is contingent upon formal approval by the Board of Education.

Vendors performing services prior to the issuance of a purchase order do so at their own risk and the school district shall not be held liable.

Thank you for your interest in doing business with our school district and we look forward to working with your firm.

Sincerely,


Sabrina L. Scales, CPPB
Purchasing Director

cc: Onetha Bonaparte, Sr. Director of Nutrition Services
file

Mission - To ignite a passion for learning and teaching at high levels
Vision - From school to the world: ALL students prepared for productive futures

"AN EQUAL OPPORTUNITY EMPLOYER"