



## CONDITIONAL CONTRACT AWARD NOTIFICATION

Children's Trust of Alachua  
County  
P.O. Box 5669  
Gainesville, FL 32627  
Phone: 352-374-1830, Fax: 352-374-1831

RFP/BID NO:	2023-02
BID OPENING DATE:	
CONTRACT AWARD DATE:	

DESCRIPTION:

FOR:	TERM OF CONTRACT:
	October 1, 2023 - September 30, 2024

Contract Value (Year1)	Contract Value (Year2)	Contract Value (Year3)	Contract Value (Year4)
\$	\$N/A	\$N/A	\$N/A

### TERMS AND CONDITIONS:

The contract for the above RFP/BID is conditionally awarded to you, subject to a successful contract negotiation with the Children's Trust of Alachua County, and the satisfactory compliance with, and adherence to, all of the terms, conditions and specifications contained in the RFP. You are obliged to immediately furnish CTAC with the following documents:

- A. Insurance certificates in the amounts required in our RFP specifications. Please be sure to include the Children's Trust of Alachua County, as an additional insured on each policy.
- B. Corporate resolution authorizing a representative of the corporation to execute the agreement.
- C. A completed New Vendor Form and W-9 Form.
- D. A company logo in JPEG form.

ADDITIONAL CONDITIONS: This notice of award is not an order to ship. Purchase orders will be issued to furnish the contractual supplies, equipment, materials, and/or services. All invoices and packing slip must reference the purchase order number.

### CONTRACTOR INFORMATION:

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Company email: \_\_\_\_\_ Company website: \_\_\_\_\_

\_\_\_\_\_  
Project Manager

\_\_\_\_\_  
Executive Director