



City of Seattle
Edward B. Murray, Mayor

Finance and Administrative Services
Fred Podesta, Director

Date: September 15, 2014

TO: Total Landscape Corporation

Subject: **Award Announcement and Instructions**
Reference: **City of Seattle RFP # SPU 3305**

The City of Seattle has completed the evaluation process for all proposals received in response to **RFP # SPU 3305**, South Transfer Station Landscape Maintenance. The proposal submitted by Total Landscaping Corporation has been awarded a Blanket Contract for the South Transfer Station Landscape Maintenance.

Congratulations on your contract award. In order to finalize the contract documents I will need the following:

Prevailing Wage

You must file "Intent to Pay Prevailing Wage" for this contract. The website is:
<http://www.lni.wa.gov/Trades/licensing/PrevWage/default.asp> . Please reference RFP# 3305 when filing.

Insurance

We will also need a current insurance certificate with an Additional Insured Endorsement (CGL 2014 or equivalent), which names the City of Seattle as Additional Insured or blanket additional insured policy wording as indicated in the original RFP.

Please provide me with an electronic copy of your L&I Intent filing for my records. I will go in later and print an approved copy.

This information is forwarded for reference only and does not constitute a contract between any proposer and the City of Seattle until a Contract or Purchase Order has been issued. The City of Seattle would like to thank you for your interest in doing business with us.

Sincerely,
Rick Davison
Buyer
Purchasing and Contracting Services