

August 15, 2019

Campbell Keller  
ATTN: Craig Campbell  
3041 65<sup>th</sup> Street, #3  
Sacramento, CA 95820

VIA EMAIL: [ccampbell@campbellkeller.com](mailto:ccampbell@campbellkeller.com)

**Subject: Notice of Award – Bid # 19017 Districtwide Furniture & Related Services**

The Los Rios Community College District Board has approved the award of a contract to Campbell Keller for the Districtwide Furniture & Related Services - Bid #19017 during the August 14, 2019 meeting.

The contract pricing shall be for the single discount off published list price at 64.5% for the single manufacturer Allsteel and for the hourly design rate of \$75.00. The total bid amount of \$55,749.92 used to determine the low bidder includes the workstation typical levels (base bid) plus the alternates.

The term of the contract will be for an initial term of two (2) years with the option to extend three additional one (1) year terms not to exceed five (5) years.

Please mail or deliver the following documents to my attention within 10 calendar days, preferably by 8/20/19:

- Four (4) signed copies of the Contract provided within the Project Manual.
- Insurance Certificates and Additional Insured Endorsements as described in the Project Manual, General Conditions, Article 10, pages 4-5.

After the contract is fully executed, we will contact you to set up campus visits. Thank you and please direct any questions you may have to Paula Gordon, Purchasing Supervisor at (916) 568-3149.

Sincerely,

*Paula Gordon*

Paula Gordon,  
Purchasing Supervisor  
Phone: 916-568-3149  
Fax: 916-568-3145

cc: Bid File