



NORTH TEXAS TOLLWAY AUTHORITY

5900 West Plano Parkway | Plano, Texas 75093 | (214) 461-2000 | Fax (214) 528-4826 | www.ntta.org

Notice of Intent to Award

September 10, 2012

sson@unicaremaintenance.com

Unicare Building Maintenance Inc.
11148 Morris Lane, Dallas, TX. 75229
Attn: Sam Son

Dear Mr. Son,

The North Texas Tollway Authority will be recommending for award the following contract to your company:

RFB Number:	<u>03417-GEC-00-GS-MA</u>
RFB Name	<u>Janitorial Services</u>

The following documents must be submitted before a notice to proceed will be issued to your company:

1. Four (2) signed copies of the contract and;
2. Original Certificate of Insurance, with signature and coverage as specified per the bid/proposal and;

YOU ARE NOT AUTHORIZED TO PERFORM ANY SERVICES OR DELIVERY ANY GOODS AS SPECIFIED IN THE BID/PROPOSAL WITHOUT YOUR RECEIPT OF A NOTICE TO PROCEED TO BE ISSUED BY NTTA. A NOTICE TO PROCEED WILL NOT BE ISSUED UNTIL AFTER RECEIPT BY THE NTTA OF ALL THE ABOVE SPECIFIED DOCUMENTS. THE RECOMMENDATION TO AWARD CONTRACTS IN EXCESS OF \$300,000 MUST BE APPROVED BY THE NTTA'S BOARD OF DIRECTORS AND EXECUTED BY THE EXECUTIVE DIRECTOR.

The successful bidder must provide Procurement with the above stated documents by September 17th 2012 (7 days). If complete and accurate documents are not received by this date, NTTA reserves the right to revoke award of the referenced contract and proceed to award to the next lowest responsible proposer or reject all proposals.

Regards,

Felix Alvarez, MPA, CPPO, CPP
Director of Procurement Services

Cc: File