
Notice of Intent to Award Contract

May 2024

Mr. Norberto Mendez
Southland Envelopes
10111 Riverford Rd
Lakeside, CA 92040
jortega@southlandenvelope.com

Re: CCC-RFP 2312-724 Envelopes for Contra Costa County Print and Mail Service

Dear Mr. Mendez

The Contra Costa County Purchasing Division "County" hereby announces its intent to award the contract(s) for the:

Miscellaneous Cut Sheet Paper
to:
Southland Envelopes

This Notice of Intent to Award is contingent on the approval of the Board of Supervisors of Contra Costa County and the execution of a negotiated written contract and, as a result, this Notice does NOT constitute the formation of a contract between the County and **Southland Envelopes** ("Vendor"). The Vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the County is executed. If **Southland Envelopes** fails to negotiate and execute a contract with the County, the County may revoke the award and award the contract to the next highest ranked vendor or withdraw the RFP. The County further reserves the right to cancel this Notice of Intent to Award at any time prior to the execution of a written contract.

Thank you for participating in the competitive selection process. You will be contacted by the Department soon for contract negotiation and signing.

Sincerely,

Anne Ortiz
Buyer II
925-957-2491
Email: anne.ortiz@pw.cccounty.us