



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

October 24, 2016

Bryan Lovely
Toyota Lift Northwest
19305 72nd Ave South
Kent, WA 98032

Dear Mr. Lovely:

Congratulations! Toyota Lift Northwest has been selected for award on State Contract 06115 for Forklifts.

The effective date of Contract 06115 is the date of the last signature on the Authorized Offer and Contract Signature page of the contract document. You will be contacted when the contract takes effect.

As a vendor on this contract, you agree to compete for business and offer contract terms and pricing to cities and counties, institutions of higher education, special districts and other political subdivisions, transit authorities as well as state agencies. A list of eligible public entities is published and updated periodically by DES. It is your responsibility to verify eligibility of entities before soliciting payment for services under this contract.

As part of the contract, your firm must also submit quarterly sales reports through the Contract Sales Reporting System at <https://fortress.wa.gov/ga/apps/CSR/login.aspx>. For help with the reports, contact our customer service line at (360) 407-2210 or csmail@des.wa.gov.

Management Fee: Shortly after receiving this award letter, you are to address the DES Management Fee and invoicing procedures DES has determined to be applicable to Contract 06115. If you have any question with the DES management fee or reporting sales, please contact cprmanalytics@des.wa.gov.

Save this address for remitting your management fee payments (do not send to me):

Washington State Department of Enterprise Services
Finance Office
PO Box 41460
Olympia, WA 98504-1460

Contract #06115
Forklifts

If you have any questions about this requirement or other contract matters, contact me at (360) 407-7407 or corey.larson@des.wa.gov. I'll look forward to working with you.

I have attached an onboarding packet below to get you started.



Sincerely,

A handwritten signature in blue ink that reads "Corey A. Larson". The signature is written in a cursive, flowing style.





Corey A. Larson
Contract Coordinator

8 BIDDER'S AUTHORIZED OFFER and CONTRACT SIGNATURE PAGE

In submitting this bid, the authorized signatory below acknowledges having read and understood the entire IFB and amendments incorporated prior to the bid due date, and agrees to comply with its terms and conditions, as written, including the Certifications and Assurances. The authorized signatory also agrees to fulfill the offer for Forklifts made in this bid and any subsequently awarded contract.

In witness whereof, the parties hereto, having read this contract in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

This contract is effective as of November 1, 2016, or date of last signature, whichever is later.

APPROVED (DES)	
Department of Enterprise Services Contracts, Procurement and Risk Management 1500 Jefferson Building 1500 Jefferson Street SE Olympia, WA 98501	
Washington State Department of Enterprise Services	
	
Signature	Date
Corey A. Larson, CPPB, Procurement Coordinator	
Typed or Printed Name, Title	
	
Manager Signature (if applicable)	Date
Greg Tolbert, DES Legal	
Manager's Typed or Printed Name, Title	
Contact Information	
Contact:	Corey Larson, CPPB
Title:	Procurement Coordinator
Phone:	(360) 407-9407
Fax:	360-586-2426
Email:	corey.larson@des.wa.gov

APPROVED (BIDDER)	
Toyota Lift Northwest 19305 72 nd Ave South Kent, WA 98032	
Bidder's Company Name & Address	
	
Signature	Date
Bryan Lovely, Contract Manager	
Typed or Printed Name, Title	
Contact Information	
Contact:	<u>Bryan Lovely</u>
Title:	<u>Contract Manager</u>
Phone:	<u>253-310-2392</u>
Fax:	<u>253-872-9687</u>
Email:	blovely@toyotaliftnw.com

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