



Lynda Lowry
CFO & Director

**Division of
Administrative
Services**

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Finance & Administration

Division of Administrative Services

June 17, 2015

Dear Proposer,

Notice of Intent to Award Contract: RFP 15-194 Branding and Messaging Services

Thank you for your response to the above referenced RFP 15-194

This letter is to notify you that the City has reviewed all proposals and are recommending the project be awarded to the top ranked proposer, Oliver Russell & Associates, LLC.

Should the City be unable to successfully negotiate a contract with the top ranked proposer, that negotiation will be terminated, and the next highest ranked proposer will be contacted to begin negotiations.

If any participating proposers objects to such award, such proposer shall respond in writing to the notice from the political subdivision within seven (7) calendar days after the date of transmittal of the notice setting forth in such response the express reason or reasons that the award decision of the governing board is in error.

The protest shall be addressed to the Boise City Purchasing Agent. Any protest addressed to Boise City Mayor and/or City Council will be referred to the Purchasing Agent.

Thank you for your interest in meeting the needs of the City of Boise. Your participation in the process is appreciated.

Sincerely,

Kathy Chase

Kathy Chase
Purchasing Specialist
Boise City Purchasing
208-395-7803