



Justin Scharnhorst  
Purchasing Manager  
141 West Renfro  
Burleson, Texas 76028  
817-426-9646  
817-426-9368 Fax

April 3, 2018

Whitmore & Sons, Inc.  
Attn: Brandon Long  
PO Box 210203  
Bedford, Texas 76095

RE: Bid Award ITB 2018-005, Annual Contract for Mowing Maintenance of the Alsbury Addition to South Hulen.

On April 2, 2018 the City of Burleson Council awarded ITB 2018-005, Annual Contract for Mowing Maintenance of the Alsbury Addition to Whitmore & Sons, Inc. in the amount of \$23,260.00 annually. Contract terms begin April 3, 2018 to April 2, 2019 with the option to renew for four additional one year periods. The bid documents serve as the contract.

The successful bidder shall submit evidence of required insurance on an original ACCORD certificate not later than ten (10) working days following notification of intent to award. Failure to submit the required document(s) may result in rescinding the award.

Please sign the acknowledgement and return to me by email or regular mail. If you have any questions call me at 817-426-9646.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Scharnhorst", is written over a light blue horizontal line.

Justin Scharnhorst  
Purchasing Manager

**ACKNOWLEDGEMENT:**

\_\_\_\_\_  
Authorized Representative

Date \_\_\_\_\_

COMPANY: \_\_\_\_\_