

# County of Jefferson

Office of the Purchasing Department  
Historic Court House  
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Watertown, New York 13601-2565  
Phone: 315-785-3077  
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## Email Addresses:

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## Buyers

Karin Dorr  
Amanda McCracken

## Director

Mark Sachetti  
NIGP-CPP, CPPB

## Senior Account Clerk

Avis Gilmore

## Account Clerk

Mary Ann Shear

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## NOTICE OF AWARD

March 28, 2022

ATTN MR BRIAN FITZGERALD SR VICE PRESIDENT  
FIRST STUDENT  
23038 STATE RT 12  
WATERTOWN NY 13601

RFP # 21-47

NAME: TRANSPORTATION SERVICES FOR JEFFERSON COUNTY PRESCHOOL CHILDREN WITH  
DISABILITIES AND EARLY INTERVENTION INFANTS AND TODDLERS WITH DELAYS

CONTRACT PERIOD: July 1, 2022 through June 30, 2023 with One (1) additional year extension under the same terms  
and conditions

Dear Mr. Fitzgerald:

I am pleased to inform you that your Proposal submitted for the solicitation referenced has been accepted based  
on full compliance with the specifications, terms and conditions included in the RFP.

The following documents are required before a Contract/Purchase Order is issued:

✓ Insurance Certificate - Commercial General Liability, Business Automobile Liability

✓ Proof of New York State Disability/Worker's Compensation

✓ Other: Please note that Jefferson County must be listed on your Insurance certificates as an additional  
insured as noted in the bid document under Insurance Requirements.

If you have any questions regarding this notice of award, please call the Jefferson County Purchasing Department.

Sincerely,

Mark Sachetti, Purchasing Director

MS/ag

C: Department, Auditor, Bid File, Michael Wilson – First Student, Leif Petterson- Freeman Bus Corporation