

County of Jefferson

Office of the Purchasing Department
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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

NOTICE OF AWARD

OCTOBER 2, 2023

ATTN RICHARD COOLEY
EPOCH HEALTH SOLUTIONS LLC
17 MARTIN AVE
SARATOGA SPRINGS NY 12866

BID #23-35

NAME: MEDICAL RECORDS CONSULTANT SERVICES

CONTRACT PERIOD: JANUARY 1, 2024 THROUGH DECEMBER 31, 2026, w/ three (3) additional
one (1) year extensions

Dear Mr. Cooley:

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, Professional 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/am

C: Department, Auditor, Bid File