



One Team, One Goal: Student Success

514 Glover Street
Marietta, GA 30060
Telephone: (770) 426-3300
www.cobbk12.org

September 21, 2020

Ms. Meredith Holmes
Ogden Forklifts, Inc.
4780 Mendel Court SW
Atlanta, GA 30336

Dear Ms. Holmes:

This is to advise you that your company has been awarded the following items from Cobb County School District **RFQ Q2021007, Preventative Maintenance and Repair for Forklifts and Electric Pallet Jacks** as shown on the attached page.

This award is in accordance with the terms and conditions of the Request for Quote and with your pricing remaining firm from **September 21, 2020 through August 31, 2021** with an option to renew. This award letter is not an official order.

If you have any questions about this award, please contact **Lorri Latif at 770-426-3365 or lorri.latif@cobbk12.org**. The **Food and Nutrition Services** contact is **Gerri Armstrong at 770-420-4932** and the **CCSD Warehouse** contact is **Stephen Cochran at 770-426-3508**. We appreciate your interest and participation in the CCSD solicitation process.

Sincerely,

David Odom, CPPO
Director of Procurement Services

II

Attachment

cc: Accounts Payable
Gerri Armstrong
Stephen Cochran
Thomas Marshall
Debbie Stinchcomb

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RFQ Q2021007, Preventative Maintenance and Repair for Forklifts and Electric Pallet Jacks
 Ogden Forklifts, Inc.
 Award Letter
 Vendor – PO Mailing #105742
 Page Two

#	Description-Preventative Maintenance To Include Travel/Trip Charge	Unit Price (Per Section 2.1)
1	Preventative Maintenance for Forklift – Flat fee to include all parts, fluids, and labor required for inspection and preventative maintenance. Equipment will be serviced 3 times per year in accordance with specifications.	\$150.00 -Propane \$90.00 -Electric
2	Preventative Maintenance for Electric Pallet Jack – Flat fee to include all parts, fluids, and labor required for inspection and preventative maintenance. Equipment will be serviced 3 times per year in accordance with specifications.	\$ 50.00
#	Description-Repairs	
1	Service Call (Routine) Response Time	Within 4 hours or service call fee is waived
2	Service Call (Emergency) Response Time	Within 4 hours
3	Labor Cost	\$90.00/hr.
4	Trip/Travel Charge for Service Call. If no charge, indicate "N/C"	\$135.00 flat
5	Cost for pickup/delivery of equipment if repairs must be done off-site.	\$0.00/pickup \$0.00/delivery
6	Forklift Rental Charge	\$360.00/week
7	Pallet Jack Rental Charge	\$280.00/week
8	Cost for pickup/delivery of rental equipment	\$100.00/pickup \$100.00/delivery No charge if picking up shop repair
Warranty		
	Parts Warranty	30 days
	Labor Warranty	30 days