



April 8, 2022

Jason Bergstrom
Director, New Business Development
Imperial Supplies, LLC
300 N. Madison Street
Green Bay, Wisconsin 54301

RE: Notice of Intent to Award Contract, #COG-2129C, to COG-2129 for Auto & Fleet Parts, Equipment, Supplies, Inventory Programs & Related Services

Dear Jason:

On behalf of Equalis Group and The Cooperative Council of Governments, thank you for your interest and participation in this Request for Proposal (“RFP”) process to develop Equalis Group’s Auto & Fleet Parts, Equipment, Supplies, Inventory Programs & Related Services program. After careful review and scoring of the proposals submitted, it is the decision of the Proposal Review Team that your organization’s proposal is one of the lowest responsive and responsible proposal. As a result, The Cooperative Council of Governments, Inc. has issued the award of this cooperative purchasing contract to Imperial Supply.¹

Imperial Supply indicated it has exceptions within the proposed contracts and now CCOG, Equalis Group and Imperial Supply must finalize and reach agreement regarding the Master Agreement and Administration Agreement contract terms and conditions. The Master Agreement contract award and final agreement will be presented to the CCOG Board of Directors for ratification on behalf of Equalis Group. Upon completion of Master Agreement and Administration Agreement negotiations and execution, Equalis Group and Imperial Supply will be authorized to proceed under the terms of that contract and provide the goods and/or services contracted to current and future Equalis Group members in accordance with the terms, conditions, and pricing as set forth and negotiated pursuant to the RFP.²

If you have any questions or concerns, please contact me immediately.

Sincerely,

David Robbins

David Robbins - Director of Procurement, Equalis Group
c: 330.328.9552 | o: 216.478.1070
e: DRobbins@EqualisGroup.org

¹ Please be advised that this Intent to Award Notice is subject to the execution of a written contract and, as a result, does not constitute the formation of a contract and/or binding agreement between The Cooperative Council of Governments, Inc., Equalis Group, and Imperial Supply. If Imperial Supply fails to execute a contract with The Cooperative Council of Governments, Inc. and Equalis Group then The Cooperative Council of Governments, Inc. may revoke this award and award the contract to the next lowest responsive and responsible bidder. Additionally, The Cooperative Council of Governments, Inc. reserves the right to cancel this Notice of Intent to Award at any time prior to the execution of a written contract.

² ANY PARTY SEEKING TO PROTEST THIS NOTICE OF INTENT TO AWARD MUST SUBMIT A WRITTEN PROTEST IN ACCORDANCE WITH RFP #COG-2129.