

June 6, 2023

Jonathan Motilall  
Co-Owner  
Cap City Comfort LLC  
1212 Simpson Drive  
Columbus, OH 43227

**RE: Notice of Award Contract, #COG-2147A, to Cap City Comfort LLC in response to COG-2147 for Set Aside Job Order Contracting Services in the State of Ohio**

Dear Jonathan:

On behalf of Equalis Group and The Cooperative Council of Governments, thank you for your interest and participation in this Invitation to Bid ("ITB") process to continue the expansion of the Equalis Group's Job Order Contracting Services in the State of Ohio program. After careful review and scoring of the bids submitted, it is the decision of the Proposal Review Team that your organization's bids are the lowest responsive and responsible for the following contract opportunities.

| JOC Contracts  | Product & Services | Region |
|----------------|--------------------|--------|
| COG-2147-MH3-A | Mechanical / HVAC  | 3      |
| COG-2147-PC3-A | Plumbing           | 3      |

Accompanying this Award Letter is the fully executed contract document. The Master Agreement contract award and final agreement will be presented to the CCOG Board of Directors for ratification on behalf of Equalis Group. With the completion of Master Agreement Equalis Group and Cap City Comfort LLC are authorized to proceed under the terms of that contract to provide the contracted goods and/or services to current and future CCOG and Equalis Group members in accordance with the terms, conditions, and pricing as set forth and negotiated pursuant to the ITB.<sup>1</sup>

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

<sup>1</sup> ANY PARTY SEEKING TO PROTEST THIS NOTICE OF INTENT TO AWARD MUST SUBMIT A WRITTEN PROTEST IN ACCORDANCE WITH RFP #COG-2146.