

BOARD OF COUNTY COMMISSIONERS



November 2, 2021

via Email

Colliers International Florida, LLC
Attn: Mr. Kenneth Krasnow
901 Northpoint Pkwy., Suite 109
West Palm Beach, FL 33407
Ken.Krasnow@colliers.com

NOTICE OF AWARD

Reference: Indian River County RFP No. 2021011
Real Estate Broker Services

Dear Mr. Krasnow:

It is my pleasure to inform you that on November 2, 2021 the Board of County Commissioners awarded the above-referenced project to your company. Please submit the following documents.

1. Two Signed Copies of Enclosed Agreement.
2. Certificate of Insurance indicating coverage required in Section X of the Agreement. Certificate(s) **must name Indian River County as additional insured** and must provide for a 30 day Notice of Cancellation.
3. W-9.
4. Proof of E-Verify enrollment.

Please submit the proof of E-Verify enrollment, W-9, the Certificate(s) of Insurance and two fully-executed copies of the enclosed agreement to this office at the address provided below no later than **November 17, 2021**. Failure to comply with the established deadline for submittal of required documents may be grounds for cancellation of award.

Thank you for your prompt attention and if you have any questions, please do not hesitate to contact our office.

Sincerely,

Jennifer Hyde
Purchasing Manager

Cc: Project Manager