

July 22th, 2022

The Parke Company, Inc  
7110 Cockrill Bend  
Nashville, TN 37209

**RE: CITY OF FOREST HILLS  
PW 2022-05 SNOW REMOVAL AND SALTING (PRETREATING) SERVICES  
NOTICE OF AWARD**

Dear Mr. Parke:

Please acknowledge receipt of the enclosed Notice of Award for PW 2022-05 Snow Removal & Salting (Pretreating) Services. Sign and date and return to the City of Forest Hills.

If you have any questions, please contact me at (615) 372-8677.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Hill", written in a cursive style.

Mark Hill  
City Manager

cc: File

**NOTICE OF AWARD**

TO: Mr. Parke  
The Parke Company, Inc.

PROJECT: **PW 2022-05 SNOW REMOVAL AND SALTING (PRETREATING) SERVICES**

The City of Forest Hills has considered the Bid submitted by The Parke Company, Inc. for PW 2022-05 Snow Removal & Salting (Pretreating) Services and is pleased to award the contract to your company.

You are required to execute the enclosed Agreement and furnish the following documents within 10 calendar days from the date of this Notice:

1. Certificate of Insurance naming the City of Forest Hills additionally insured with any exclusions listed, including General Liability, Worker's Comp, and Auto Insurance
2. Proof of Worker's Comp for all Subcontractors
3. Performance Agreement and letter of credit in the amount of contract.
4. W-9 Form if a new vendor

If you fail to execute said Agreement and to furnish said documents within 10 calendar days from the date of this Notice, the City of Forest Hills will be entitled to consider all your rights arising out of the City of Forest Hills' acceptance of your Bid as abandoned and as a forfeiture of your Bid Bond. The City of Forest Hills will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the City of Forest Hills.

THE CITY OF FOREST HILLS:

  
\_\_\_\_\_  
Mark Hill, City Manager

Dated this 22 day of July, 2022

**ACCEPTANCE OF NOTICE**

Receipt of the above Notice of Award is hereby acknowledged.

\_\_\_\_\_  
(Contractor)

BY \_\_\_\_\_

TITLE \_\_\_\_\_

This the \_\_\_\_\_ day of \_\_\_\_\_, 2022