



William S. Hart Union High School District  
Facilities

**VICKI ENGBRECHT**  
*District Superintendent*

**ERIN LILLIBRIDGE**  
*Chief Financial Officer*

**LEIGH HANSEN**  
*Director of Purchasing and Warehouse*

September 2, 2016

American Business Machines  
Attn: William R. Cronk  
26017 Huntington Lane., Unit E  
SANTA CLARITA, CA 91350

**Subject: Intent to Award**

Proposal Package/Contract Number: WSH16-06B

Project Description: Multi-Function Device/Digital Copier (MFD) and Managed Print Services (MPS)  
Lease and Maintenance Services

Dear Mr. Cronk:

Thank you for participating in the Request for Proposal for Multi-Function Device/Digital Copier (MFD) and Managed Print Services (MPS). The review panel reviewed and scored your submission using the Evaluation Criteria pursuant to the Instructions/Information for Bidders, Section 12; Owner's Reservation of Rights; Award of Contract.

Congratulations, this letter will serve as notification of the District's Intent to recommend Award of the contract WSH16-06B to American Business Machines at the Governing Board meeting on September 21, 2016, provided that you comply with all further requirements, including, but limited to, successful completion of all contract documents.

We truly appreciate your participation in the process and your interest in doing business with our District.

Sincerely,

Leigh Hansen  
Director of Purchasing and Warehouse