



BUSINESS SERVICES DIVISION

Purchasing Department
Ricardo Harris
Director of Purchasing, Contracts & Warehouse

NOTICE OF INTENT TO RECOMMEND TO AWARD

BID # 11MOT26

Re-Roofing at Abbott ES at Building B, D, E, F, G, H, I & K

April 7, 2026

Courtney Waterproofing, Roofing & Concrete Restoration

16781 Millikan Ave.
Irvine, CA 92606
estimating@courtneyinc.com

Dear Mr. Rick Santos

We are pleased to inform you that after reviewing the bids submitted on **Monday, April 7, 2026** for the above referenced project, your company has been determined to be the apparent low bidder in the amount of **\$472,960.00.**

We will present our recommendation to award the project to your company to the Board of Education meeting scheduled for **Thursday, May 14, 2026** and is conditional upon their approval. The estimated start date is on **Monday, June 15, 2026.**

Attached to the e-mail are the following documents:

- Agreement: Submit one (1) copy, bearing an original signature.
- Performance Bond (100%)
- Payment Bond (100%) (Contractor's Labor and Material Bond)
- Insurance Certificates and Endorsements as required.
- Certifications to be Completed by Contractor
- Criminal Background Investigation/Fingerprinting Certification
- Letter of Assent

Contractor must comply with the following conditions precedent within FIVE (5)) calendar days of the date of this Notice of Award.

Contractor shall execute and submit the following Contract Documents by 3:00 p.m. of the **FIFTH (5TH)** calendar day following the date of the Notice of Intent to Award. Failure to properly and timely submit the following Contract Documents entitles District to foreclose on Contractor's bid bond and award the contract to the next responsive, responsible bidder. Please submit electronically by five (5) days with original to follow in the U.S. Mail.



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- a. Agreement: Submit one (1) copy, bearing an original signature. If Contractor is a corporation, Contractor must attach a certified copy of the corporation's by-laws, or the resolution of the Board of Directors of the corporation, authorizing the signatory to execute the Agreement and the bonds required by the Contract Documents.
- b. Performance Bond (100%): Fully executed form provided in the Contract Documents.
- c. Payment Bond (100%) (Contractor's Labor and Material Bond): Fully executed form provided in the Contract Documents.
- d. Insurance Certificates and Endorsements as required.
- e. Certifications to be Completed by Contractor
- f. Criminal Background Investigation/Fingerprinting Certification.
- g. Letter of Assent

Please print and execute each of these documents and return to my attention at the address listed below within five (5) business days from receipt. Once all the required contract documents have been reviewed and accepted by the District; and the Board of Education has approved the award of this project, a Notice to Proceed will be issued.

Please ask your insurance company to submit one (1) copy of your insurance certificates along with endorsements naming the Lynwood Unified School District as an additional insured party in the amounts stated in the Special Conditions/Special Provisions.

Thank you,

A handwritten signature in blue ink that reads "Ricardo Harris".

Ricardo Harris,
Director of Purchasing, Contract & Warehouse