

Downtown SAN LEANDRO

July 30, 2020

Re: San Leandro Improvement Association-Request for Proposal

Dear Security/Hospitality and Maintenance/Landscaping Company Provider:

Your company is invited to participate in the bid process for providing contract security and hospitality ambassador services to the San Leandro Improvement Association (SLIA). Enclosed for your review is a Request for Proposal and information pertaining to the specifications of submitting a proposal for security/hospitality and maintenance/landscaping services.

The enclosed Request for Proposal is intended to provide each service provider with enough information to submit an appropriate bid for our district. The purpose of this process is to determine the service provider who best meets the demands of the community and requirements of the SLIA contract. The SLIA intends to select the company capable of providing the personnel and services specified in the enclosed RFP at the most competitive price.

All bids should be submitted electronically to mail@downtownsanleandro.com with "Security/Hospitality and Maintenance/Landscaping Services Bid" in the subject line no later than **5:00 pm on Thursday, August 20th, 2020**. Please ensure that all requested documentation is provided; only complete packages will be considered. If you have any questions regarding the RFP you may direct them to:

Morgan Mack-Rose
Executive Director
San Leandro Improvement Association
384 W. Estudillo Ave.
San Leandro, CA 94577
morgan@downtownsanleandro.com

Included in this package in addition to the Security/Hospitality and Maintenance/Landscaping RFP are the following documents:

Exhibit A
Instructions to Bidders

Exhibit B
SLIA Site Map

SAN LEANDRO IMPROVEMENT ASSOCIATION

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Please feel free to contact the SLIA office directly if you require any further information in order to complete a proposal. Thank you in advance for your time and interest in servicing the San Leandro community.

Very truly yours,

The San Leandro Improvement Association

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