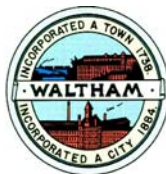


*City of Waltham  
Waltham, Massachusetts  
Purchasing Department*

*Joseph P. Pedulla, MCPPO  
Chief Procurement Officer*

*610 Main Street  
Waltham, MA 02452  
Tel: 781-314-3244*



---

**BID AWARD LETTER**

October 10, 2013

Mr. Peter A. Cook, President  
Cook & Company Insurance Services  
1025 Plain Street,  
PO Box 1068  
Marshfield, MA 02050

**RE: Workers Compensation and Public Safety Injured on Duty Services**

Dear Mr. Cook,

This is to notify you that your bid for the **“Workers Compensation and Public Safety Injured on Duty Services”** submitted to the City of Waltham September 24, 2013 has been accepted by the Mayor and awarded to your Company. Congratulations! This contract is for the **Total Amount of \$130,628.00 for three (3) years - (year 1 at \$42,600, year 2 at \$43,878 and year 3 \$44,150).**

Contracts are being prepared for your signature and will be sent to you shortly. In the mean time please submit to my office a copy of the insurance certificate showing your compliance with the insurance requirement including the following description in the Service Box: *“The City of Waltham is a named additional insured for all insurances under the contract, excluding Automobile and Workers Compensation coverage”.*

No work is to commence until the contract between our two organizations is signed by Mayor McCarthy.

Thank you for your response and interest in conducting business with the City of Waltham.

Very truly yours,

Joseph P. Pedulla,  
Chief Procurement Officer  
CC: Kristen Murphy