



Date: April 15, 2020

Attn: All Bidders ---- IFB No. P20021

Subject: Notice of Intent to Award

Reference: IFB No. P20021  
DocuSign

This letter serves as notice that VTA intends to award a contract to Carahsoft Technology Corporation to provide DocuSign subscription and services as the lowest responsive, responsible bidder. Any award is contingent on VTA Management and Board approval when required. While there is no guarantee of approval it is anticipated that an award will be made by May 31, 2020.

Please refer any questions to the buyer listed below.

*Kathy Cheng*

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Kathy Cheng  
Buyer III  
Procurement, Contracts and Materials Management  
E-mail: [kathy.cheng@vta.org](mailto:kathy.cheng@vta.org)