



# Municipality of Anchorage

Dave Bronson, Mayor

--- Purchasing Department ---

February 28, 2023

**Northern Adjusters, Inc.**

Susan R. Daniels, President

[sdaniels@nadj.com](mailto:sdaniels@nadj.com)

1401 Rudakof Circle

Anchorage, AK 99508

SUBJECT: Intent to Award

Re: Request for Proposal (RFP) 2023P003 – Provide Third Party Administrative Services

Dear Mrs. Daniels,

The Municipality of Anchorage intends to award the above referenced project to **Northern Adjusters, Inc.** in the amount **NTE \$475,000.00**. This contract must be approved by Municipal Assembly action prior to contract execution. This request for approval is tentatively scheduled for March 22, 2023.

Shortly after approval **Northern Adjusters, Inc.** will be contacted by the Purchasing Department to complete contract documents. The successful firm is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until both the recipient and Municipality of Anchorage sign the contract. Any work performed prior to contract signature is done at risk.

If you have any questions regarding this award, please call Kim Ovsepyan at 907-343-4581.

Sincerely,

*Chris Hunter*

Chris Hunter

Deputy Purchasing Director