



COCHISE COUNTY PROCUREMENT DEPARTMENT

1415 Melody Lane, Building C, Bisbee, AZ 85603
Phone: (520) 432-8390 | Fax: (520) 432-8397

25-17-HEA-01

OFFER ACCEPTANCE AWARD LETTER

THIS CONTRACT is made and entered into this September 2, 2025, by and between COCHISE COUNTY (“COUNTY”), and WESTWOOD PHARMACY. (“CONTRACTOR”).

In accordance with the Request for Proposal (RFP 25-17-HEA-01), the COUNTY hereby awards a single CONTRACT to the CONTRACTOR to fulfill the requirements, specified within the RFP. This signed award-letter, together with both the RFP and the CONTRACTOR’S response to the RFP, constitute the entire CONTRACT between COUNTY and CONTRACTOR. Only those personnel listed as authorized ordering officials, or the County’s Procurement Department, will have authority to make orders from this CONTRACT through the issuance of a Purchase Order (“PO”) as approved by the COUNTY’s Procurement Department.

The CONTRACTOR shall not commence any billable work or provide any material or services under this CONTRACT until CONTRACTOR receives an executed copy of the CONTRACT and/or PO or is otherwise directed to do so in writing by the COUNTY’s Procurement Office. The COUNTY will pay the CONTRACTOR within thirty (30) days of services rendered following the submission of an itemized invoice(s) that includes CONTRACTOR company name, phone number, invoice number, email address, mailing address, and prior COUNTY approval for any services rendered. No payment shall be issued prior to receipt of service and a correct invoice. Each payment request must bear written certification by an authorized COUNTY representative confirming the services for which payment is requested have been performed and received.

CONTRACTOR:

Westwood Pharmacy
5823 Patterson Avenue
Richmond, VA 23226
804-288-1933
hunter.hoggatt@westwoodpharmacy.com

AUTHORIZED ORDERING OFFICIAL:

Megan Kennedy
Detention Health Services, Director
1415 Melody Lane, Building D
Bisbee, AZ 85603
520-432-7586
MKennedy@cochise.az.gov

COUNTY PROCUREMENT:

Anne Coppola
Contracts Administrator
1415 Melody Lane Building C
Bisbee, AZ 85603
520-432-8394
ACoppola@cochise.az.gov

ACCEPTANCE OF OFFER:

The offer is hereby accepted, and the CONTRACTOR is now bound to sell or provide the materials, services, or construction, as indicated by the PO or Award Letter and based upon the solicitation documents, including all its attachments and amendments, and the offer as submitted by the CONTRACTOR and accepted by the COUNTY.

This contract is for: Access Control System- DSX Maintenance Services

This contract shall henceforth be referenced as Contract 25-29-BOS-01. The CONTRACTOR is cautioned not to commence any billable work or to provide any materials or services under this Contract until the CONTRACTOR receives an executed PO or Notice to Proceed.

AWARDED this day on September 2, 2025.

BOARD OF SUPERVISORS:

Frank Antenori, Chairman


Date

ATTEST:

Lara Loewenheim
Clerk of the Board

Date

APPROVED AS TO FORM:



Bert Whitehead IV, Esq.
Civil Deputy County Attorney

8/20/2025

Date