

Company Name, Address, Phone No. & Logo

August 10, 2017

Submitted via electronic mail

Mr. Kendrick Okuda, P.E.
Director
Environmental Programs Group
Los Angeles World Airports
7301 World Way West, 7th Floor
Los Angeles, CA 90045

Subject: Contract DA- [REDACTED] **9999 Environmental Technical and Expert Consulting Services**
Task Proposal to Provide Environmental Strategy Support Services

Dear Mr. Okuda:
ABC Co.

[REDACTED] is pleased to submit this task proposal to provide technical support to the Environmental Programs Group (EPG) under Contract DA-[REDACTED] as related to formulation of an environmental strategy for various development projects at Los Angeles International Airport. In support of this work, a scope of work and estimated cost breakdown are attached.

This work will be performed under Contract [REDACTED] for an amount not to exceed \$35,700. These costs will be billed on the basis of all-inclusive hourly rates.
or John Doe

Please call me at (213) 457-[REDACTED], [REDACTED] at (949) 752-[REDACTED] if you have any questions or regarding this task proposal.

Sincerely,

[REDACTED]

Signature

[REDACTED] P.E., LEED AP, BCEE

Vice President

[REDACTED]

Enclosures: Scope of Work
Proposed Cost

