



THE GEORGE WASHINGTON MASONIC  
NATIONAL MEMORIAL ASSOCIATION

*"To inspire humanity through education to emulate and promote the virtues, character  
and vision of George Washington, the Man, the Mason and Father of our Country."*

March 15, 2023

James B. Spengler  
Recreation Director  
Recreation, Parks & Cultural Activities  
1108 Jefferson Street  
Alexandria, Virginia 223134

Dear James,

Enclosed are two copies of the Letter of Intent to transfer two (2) sets of bleachers to the City.

Please sign both copies and return one to me in the enclosed envelope.

Please contact me with questions or concerns.

With kindest regards, I remain

Sincerely Yours,

A handwritten signature in blue ink that reads "George D. Seghers". The signature is fluid and cursive.

George D. Seghers  
Executive Director

## Letter of Intent

**THIS LETTER OF INTENT** (the "Document") made as of this 15th day of March, 2023 (the "Execution Date"),

### **BETWEEN:**

The George Washington Masonic National Memorial Association, Inc. of 101 Callahan Dr, Alexandria,  
VA 22301, USA  
City of Alexandria, Virginia of 301 King St, Alexandria, VA 22314, USA

(individually the "Party" and collectively the "Parties")

### **BACKGROUND:**

This Document will establish the basic terms used in a future agreement between the Parties. The terms contained in this Document are not comprehensive and it is expected that additional terms may be added, and existing terms may be changed or deleted. The basic terms are as follows:

#### **Non-Binding**

1. This Document does not create a binding agreement between the Parties and will not be enforceable. Only the future agreement, duly executed by the Parties, will be enforceable. The terms and conditions of the future agreement will supersede any terms and conditions contained in this Document. The Parties are not prevented from entering into negotiations with third parties with regard to the subject matter of this Document.

#### **Transaction Description**

2. The subject of this transaction is described as follows:
  - The George Washington Masonic National Memorial Association, Inc. Hereby Transfers ownership of two (2) each 10 Row Bleachers (Description and item number attached) valued at \$22,990.00 to the City of Alexandria, Virginia.


#### **Closing Date**

3. The transaction will be completed on or about the 15th day of March, 2023 (the "Closing Date"). All obligations as indicated in the future agreement will be completed and met by the Closing Date.

**Representations**

4. The Parties represent and warrant that their respective assets, real property or personal property, which constitutes any or all of this proposed transaction, are free and clear of any liens, charges, encumbrances or rights of third parties. If the representations of one or more of the Parties are untrue upon the Closing Date, then any remaining Parties may terminate any future agreement without penalty and any deposits must be refunded.

This Document accurately reflects the understanding between the Parties, signed on this 15th day of March, 2023.

Per:  (Seal)

The George Washington Masonic National Memorial Association, Inc. (Party)

Per: \_\_\_\_\_ (Seal)

City of Alexandria, Virginia (Party)

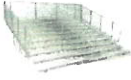
# thepark

AND FACILITIES  
C A T A L O G

Highland Products Group/The Park Catalog  
931 Village Blvd Ste 905-354  
West Palm Beach, FL 33409  
Phone : 561-620-7878  
Email : sales@theparkcatalog.com

Bill to:	Ship to:	Quote Proposal	Q23.72297
Derrick Sanders	Derrick Sanders	Date of Proposal	Jan 31, 2023
George Washington Masonic National Memorial	George Washington Masonic National Memorial	Proposal valid until	Feb 14, 2023 ( 14 days )
101 Callahan Drive	101 Callahan Drive		
Alexandria, Virginia, 22301	Alexandria, Virginia, 22301	Sales Rep: Carrie Georgopoulos	carrie.georgopoulos@theparkcatalog.com
United States	United States		
T: 540-260-5109	T: 540-260-5109		

Lead times quoted are only estimates and may change due to the volatility and demand of raw materials.

Product image	Product name	Item #	QTY	Price	Your Price	Discount	Subtotal
	10 Row Aluminum Bleachers - Midfielder Series Length 15' Long Shop Drawings No Drawings Anchoring Option No Anchors Aluminum angle understructure 2 X 10 anodized aluminum seat plank with poly end caps Double mill finish aluminum foot plank with aluminum end caps 1 x 6 mill riser rows 2-9, (2) 1 x 6 top row risers (1) 36 inch vertical aisle & handrail (on one end) Please specify aisle location (spectator right or spectator left) when ordering Chainlink guardrail system	569-1109-2094708	2	\$12,115.00	\$10,320.00	\$3,590.00	\$20,640.00

ORDER MUST BE PLACED NO LATER THAN  
2/2/23 TO MAKE YOUR IN HAND DATE  
NOTIFY BEFORE DELIVERY INCL IN FREIGHT EST  
CUSTOMER MUST OFFLOAD

\*\*\*Economical mill finish foot plank and riser have been specified on this quote. The Park Catalog will not be responsible for discoloration or staining (dark black, brown or white residue) resulting from unavoidable condensation that occurs during packing, transporting and storage, preceding and/or during installation. Removal of these stains or replacement of boards upon completion of installation is not part of this contract because stained mill finish boards meet all specified requirements. A clear anodized finish may be quoted at an additional cost to avoid discoloration or staining.\*\*\*

Adjustment Quote	-\$3,590.00
Total Discount	\$3,590.00
Subtotal	\$20,640.00
Shipping & Handling (Excl. Tax)	\$2,350.00
Tax	\$0.00
Grand Total	\$22,990.00

Disassembled by:  
George D. Seghers

George D. Seghers

2/2/2023

- THIS QUOTE COMES WITH A BEST PRICE GUARANTEE -

## TERMS & CONDITIONS

### SHIPPING:

All merchandise is sold F.O.B. Deliveries are made during normal business hours, 8am - 4pm Monday - Friday. Unless otherwise noted, shipping charges include standard delivery only. Standard shipping charges are for Tailgate delivery to any commercial location on a commercial truck route; the truck driver is under no obligation to help you unload. If you are unable to accept a shipment via this method, you must purchase additional services.

- Additional Services - Residential Delivery, Limited Access Delivery, Construction Site Delivery, Liftgate Service, Inside Delivery, Notify Before Delivery.
- Service Discrepancies - If there is a discrepancy in the services requested and the minimum services required to deliver the product, The Park Catalog reserves the right to charge the customer for any necessary additional services provided at the time of delivery.
- Inspection of Shipments - It is the customer's responsibility to inspect all deliveries for possible damage, correct quantities and to note any discrepancies on the freight bill PRIOR to signing the delivery receipt provided by the driver. All claims MUST be recorded on the delivery receipt and reported within 48 hours of delivery. The Park Catalog does NOT GUARANTEE replacement parts or products FREE of charge due to concealed or unreported damages.
- Assembly May Be Required - Many of our products are shipped unassembled in order to minimize damage and lower freight charges.

### CANCELLATIONS:

All cancellations must be done prior to shipping. Made-to-Order items already in production may not be cancelled.

### RETURNS:

We will accept returns of unused products, up to 30 days from the shipping date, subject to ALL of the following terms and conditions:

- Approval - Written approval and instructions must be issued by our Customer Service Department before any merchandise can be returned.
- Shipping Returns - All merchandise must be returned in its original packaging, freight Prepaid. No Collect shipments are accepted.
- Re-Stocking & Shipping Fees - The customer is responsible for a minimum 25% re-stocking fee and all related shipping charges on product returned for reasons other than damage or defect. Original shipping charges will not be refunded.
- Web-Orders - For online orders, The Park Catalog is not responsible if the customer orders incorrect product or colors. All return and restock fees apply.
- Made-to-Order or Personalized - These items are not returnable unless a defect in manufacturing is presented to us with pictures prior to return.

• Force Majeure: No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of God, outbreaks, epidemic/pandemic or the spreading of disease or contagion strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the Parties' duty to perform obligations shall be suspended.



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## **PURCHASE ORDER**

**Date:** 02/03/2023

**Vendor:**

Highland Products Group  
931 Village Boulevard, Suite 905-354  
West Palm Beach, Florida 33409  
561-620-7878  
sales@theparkingcatalog.com

**Project:**

Cornerstone Rededication  
P. O. Number: 02-03-D1  
Invoice Number:  
Terms: 30 Days

**Description:**

Bleachers - 10 row x 15 feet  
Item Number: 569-1109  
Quantity: Two (2) each  
Total: \$22,990.00 (includes shipping)

**Ship To:**

The George Washington Masonic National Memorial  
101 Callahan Drive  
Alexandria, Virginia 22301  
703-683-2007  
[dsanders@gwmemorial.org](mailto:dsanders@gwmemorial.org)

**Ordered By:**

DocuSigned by:

*George D. Seghers*

9EE0DE8539C4445...

2/3/2023