



CITY OF ATLANTA

Kasim Reed
Mayor

SUITE 1900
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6204 Fax: (404) 658-7705
Internet Home Page: www.atlantaga.gov

DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
CIPC, CISCC, CIGPM, CPPC
Chief Procurement Officer
asmith@atlantaga.gov

October 18, 2016

Dear Potential Proponents:

Re: FC-8900, Federal Lobbying Services

Attached is one (1) copy of **Addendum Number 1**, which is hereby made as part of the above-referenced project.

For additional information, please contact Ms. Mimie L. Woods, Procurement Officer, at (404) 330-6271 or by email at mwoods@atlantaga.gov.

Sincerely,

Adam L. Smith

ALS/kdd



ADDENDUM NO. 1

This Addendum No. 1 forms a part of the Request for Proposals and modifies the original solicitation package as noted below and is issued to incorporate the following:

- **Please be advised that the authorized procurement professional for FC-8900 Federal Lobbying Services has been changed from Ms. Kyra Dixon, Contracting Officer to Ms. Mimie L. Woods, Procurement Officer, effective October 18, 2016.**

The Proposal due date HAS NOT been modified and Proposals are due on Friday, October 28, 2016, and should be time stamped in no later than 2:00 P.M. EST and delivered to the address listed below:

Adam L. Smith, Esq., CPPO, CPPB, CPPM,
CPP, CIPC, CISCC, CIGPM, CPPC
Chief Procurement Officer
Department of Procurement
55 Trinity Avenue, S. W.
City Hall South, Suite 1900
Atlanta, Georgia 30303

****All other pertinent information is to remain unchanged****

Acknowledgment of Addendum No. 1

Proponents must sign below and return this form with Proposal response to the Department of Procurement.

Proponents must sign below and return this form with Proposal to the Department of Procurement, 55 Trinity Avenue, City Hall South, Suite 1900, Atlanta, Georgia 30303 as acknowledgment of receipt of this Addendum.

This is to acknowledge receipt of **FC-8900, Federal Lobbying Services, Addendum No. 1** on this the _____ day of _____, 20__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date