



## CITY OF ATLANTA

Kasim Reed  
Mayor

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DEPARTMENT OF PROCUREMENT  
Susan M. Garrett  
Interim Chief Procurement Officer  
[agarrett@atlantaga.gov](mailto:agarrett@atlantaga.gov)

September 13, 2017

Dear Potential Proponents:

**Re: FC-10024, Permitting Plan Review and Inspection Services**

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

For additional information, please contact Mr. Karl Walbrook, Contracting Officer, at (404) 330-6517 or by email at [kwalbrook@atlantaga.gov](mailto:kwalbrook@atlantaga.gov).

Sincerely,

Susan M. Garrett  
Interim Chief Procurement Officer

SMG/kw



**ADDENDUM NO. 1**

This Addendum No. 1 forms a part of the Request for Proposals (“RFP”) and modifies the original solicitation package and is issued to incorporate the following:

- **Revised Pre-Proposal Conference Time: Tuesday, September 19, 2017 @ 10:30 A.M. EDT**

All questions and inquiries concerning this project should be directed in writing to Karl Walbrook, Contracting Officer, Department of Procurement, 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, Georgia 30303 or questions may be e-mailed to [kwalbrook@atlantaga.gov](mailto:kwalbrook@atlantaga.gov).

The last day for questions was is Wednesday, September 20, 2017 at 2:00 P.M. EDT.

**The Proposal due date has NOT been modified and Proposals are due on Tuesday, October 3, 2017 and must be time stamped in no later than 2:00 P.M. EDT and delivered to the address listed below:**

Susan M. Garrett  
Interim 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\*\***



**FC-10024, Permitting Plan Review and Inspection Services**  
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**Acknowledgment of Addendum No. 1**

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 Addendum No. 1 for **FC-10024, Permitting Plan Review and Inspection Services** on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Legal Company Name of Proponent

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

