



Department of General Services – City Procurement

Addendum #1	Furniture, Installation and Related Products and Services RFP # 269-2019-105
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To: All Prospective Companies

Date: July 8, 2019

Subject: Addendum # 1– RFP # 269-2019-105 – Furniture, Installation and Related Products and Services

Please note the specification modification below for the RFP.

Item #	Page #	Section #	Specification	Modifications
1	2	2nd Paragraph	Cover Letter	<p>Modified to read: A Non-Mandatory Pre-Proposal Conference for the purpose of reviewing the RFP and answering questions regarding the Products and Services will be held on July 9, 2019 at 10 am EDT, at the Charlotte-Mecklenburg Government Center (CMGC), 600 East Fourth Street, Charlotte, NC 28202, Basement – CH14 Room or via teleconference at 855-244-8681. Please read the RFP in its entirety prior to the meeting and bring a copy with you at that time.</p>

In order to constitute a complete proposal response, you must acknowledge receipt of this addendum with the Addenda Receipt Confirmation Form in Section 7 of the RFP in your Proposal. ***Any Company not acknowledging receipt of an issued addendum may not be considered.***

In the event additional changes or clarifications to this RFP are warranted, all Companies are responsible for monitoring www.ips.state.nc.us or the City’s Contract Opportunities site at <https://charlottenc.gov/DoingBusiness/Pages/ContractOpportunities.aspx> for additional addenda.

We appreciate your interest in doing business with the City and look forward to receiving a Proposal from your company.

Sincerely,

Genetta N. Carothers, A.P.P.; CLGPO
Procurement Officer

cc: RFP File