

**March 18, 2020**

**TO:** All Bidders Under ITB No. 20-101238 Print & Mail Service Property Tax & Appraisal Statements and Election Documents

**FROM:** Department of Purchasing and Contracting, DeKalb County, Georgia

## **ADDENDUM NO. 2**

ITB No. 20-101238, *Print & Mail Service Property Tax & Appraisal Statements and Election Documents*, is hereby amended as follows:

1. The Non-Mandatory Pre-Bid Conference initially scheduled on Thursday, March 19, 2020 at 10:00 am et has been canceled. Please submit your questions in writing to Michele Smith, email address: [mlsmith1@dekalbcountyga.gov](mailto:mlsmith1@dekalbcountyga.gov).
2. The deadline for submission of questions has been extended to **Tuesday, March 31, 2020 by 5:00 p.m. ET.**
3. The Bid Due Date has been extended to **Wednesday, April 15, 2020 by 3:00 P.M. (Eastern Time)**
4. One (1) additional Mandatory DeKalb First LSBE Meeting date was added to include **Wednesday, March 25, 2020.** Meetings are held at 10:00 a.m. or 2:00 p.m. To attend the 10:00 am Mandatory Prime/LSBE Meeting via video conferencing, Join Zoom Meeting: <https://dekalbcountyga.zoom.us/j/157231430>. To attend the 2:00 pm Mandatory Prime/LSBE Meeting via video conferencing, Join Zoom Meeting: <https://dekalbcountyga.zoom.us/j/308537243>. Please utilize audio conferencing if you are unable to access the Zoom Meeting, dial: 1-888-270-9936 Conference code 107222.
5. It is the responsibility of each responder to ensure that he is aware of all addenda issued under this solicitation. The bidder must sign and return this addendum. You may call Michele L. Smith, Procurement Agent, at 404-371-6378 before the bids are due to confirm the number of addenda issued.
6. All other conditions remain in full force and effect.

Delois Robinson, MBA, CPPO  
Procurement Manager  
Department of Purchasing and Contracting

MLS/dr

**ACKNOWLEDGMENT**

Date: \_\_\_\_\_

The above **Addendum No. 2** is hereby acknowledged:

\_\_\_\_\_  
(NAME OF BIDDER)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)