

December 13, 2019

TO: All Bidders under **RFP No. 19-500529, Commercial Janitorial Services**

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

ADDENDUM NO. # 1

Request for Proposals (RFP) No.: 19-500529, Commercial Janitorial Services is hereby amended as follows:

1. The Pre-Proposal Conference scheduled for December 19, 2019 @ 10:00 AM at the Maloof Administration Building location ***has been changed.*** The Pre-Proposal Conference will be held on **December 19, 2019 @ 10:00 AM at DeKalb County Facilities Management, 4380 Memorial Drive, Decatur, GA 30032.**
2. It is the responsibility of each bidder to ensure that he/she is aware of all addenda issued under this ITB. Please sign and return this addendum. You may call Jennifer Schofield, Procurement Agent, 404.687.4042; before the Proposals are due to confirm the number of addenda issued.
3. All other conditions remain in full force and effect.

Jennifer Schofield
Procurement Agent
Department of Purchasing and Contracting

ACKNOWLEDGMENT
RFP No. 19-500529, Commercial Janitorial Services

Date: _____

The above Addendum #1 is hereby acknowledged:

(NAME OF FIRM)

(Name and Signature)

(Title)

jjs/DR