



Shelby County Government

MARK H. LUTTRELL, JR.
MAYOR

August 12, 2011

To Whom It May Concern:

RE: RFP # 12-007-04, Architectural/Engineering Services, Shelby County Service Station Upgrades

This letter is an addendum to RFP # 12-007-04, "Architectural/Engineering Services, Shelby County Service Station Upgrades" due August 22, 2011.

Please note the following requirement that is being incorporated into our minimum proposer requirements:

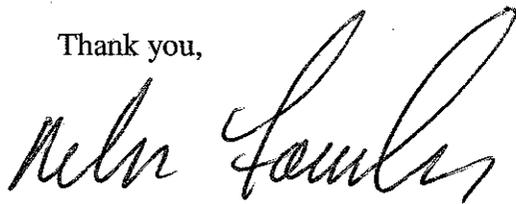
Shelby County has determined that 5% of the contract sum will be contracted with LOSB vendors. For assistance and information regarding LOSB participation, Bidders shall contact:

Ms. Doris Vester
Office of Equal Opportunity Compliance
Board of Commissioners of Shelby County
160 North Main Street, Suite 969
Memphis, Tennessee 38103
Phone: 901-545-4336
Fax: 901-545-3473
E-mail: Doris.Vester@shelbycountyttn.gov

Vendors submitting bids are required to list all LOSB vendors and the amounts they will receive in their bid response. Failure to follow this requirement will result in your bid being disqualified.

In addition, the living wage for employees without benefits is \$13.00 per hour and \$12.00 per hour for employees with benefits.

Thank you,

A handwritten signature in black ink, appearing to read "Nelson Fowler". The signature is written in a cursive, flowing style with large loops and a prominent initial "N".

Nelson Fowler, Manager A
Shelby County Government

Cc: Diep Tran, Support Services
RFP File 12-007-04