



Shelby County Government

MARK H. LUTTRELL, JR.
MAYOR

December 19, 2013

To Whom It May Concern:

RE: Addendum, RFP # 14-010-21, Operation of Medical Examiners Office

Please note the following changes in our requirements:

Respondents requesting additional information or clarification are to contact Mr. Nelson Fowler in writing at nelson.fowler@shelbycountyttn.gov or at the address listed above. Questions should reference the section of the RFP to which the question pertains and all contact information for the person submitting the questions. ***IN ORDER TO PREVENT AN UNFAIR ADVANTAGE TO ANY RESPONDENT, VERBAL QUESTIONS WILL NOT BE ANSWERED. The deadline for submitting questions will be 4:30 pm, Monday, December 30, 2013. (CST).*** These guidelines for communication have been established to ensure a fair and equitable process for all respondents.

Note: All written questions submitted by the deadline indicated above will be answered and posted on the County's website at www.shelbycountyttn.gov within 48 hours of the bid opening

If you have any questions concerning this addendum, please e-mail me at nelson.fowler@shelbycountyttn.gov.

Thank you,

Nelson Fowler, Manager A
Shelby County Government

Cc: Johnathan Russell
RFP File 14-010-21