



# Shelby County Tennessee

Mark H. Luttrell, Jr., Mayor

## Addendum No. 1

*Issued: April 14, 2016*

### **RFP #16-003-56**

### **Elevator Maintenance & Repair Services Criminal Justice Center, 201 Poplar Avenue Jail Areas (Shelby County Sheriff's Office)**

#### **TO ALL PROSPECTIVE BIDDERS:**

The above described RFP has been modified to reflect the following changes.

- **Mandatory Pre-Proposal Conference**

*The date of the mandatory pre-proposal conference has changed from 10:00 a.m. (CST) on Monday, April 25, 2016 to 10:00 a.m. (CST) on Tuesday, April 26, 2016 in the Criminal Justice Center Auditorium at 201 Poplar Avenue, Memphis, TN. All interested respondents are required to attend this meeting. Failure to attend this meeting will result in the rejection of your bid.*

- **III. CORRESPONDENCE**

*The deadline for submitting written questions will be Thursday, April 28, 2016 by 12:00 p.m. (CST).*

All other requirements of this RFP remain unchanged.

If you have any questions, please contact me via email at [debra.louis@shelbycountyttn.gov](mailto:debra.louis@shelbycountyttn.gov).

Sincerely,

Signed Original On File

Debra D. Louis, Buyer  
Purchasing Department  
Shelby County Government