ADDENDUM ONE TO ALL FIRMS:

Reference: Request for Proposal (RFP) #RW110204

Commodity: Landscape and Grounds Maintenance Service

Dated: November 2, 2004

Proposal Due: November 17, 2004

Please reference the following for clarifications and changes to the RFP #RW110204 issued on November 2, 2004 for Landscape and Grounds Maintenance Service:

In the RFP Section VI., Proposal Deadline; change the RFP due date from Wednesday, November 17, 2004 to 3:00 pm., Friday, November 19, 2004.

In the RFP Section VII., Procurement Schedule, change the Deadline for Receipt of Proposals to 11/19/04.

In the RFP Attachment 4, Housing Division Landscape Boundaries, make the following changes:

Under the heading FRENCH HOUSE, make the following change:
1. The heading will now be FRENCH HOUSE, SHEA HOUSE, AND SPANISH HOUSE:
2. Change directions to: Start at the interior sidewalk on the corner of Jefferson Park Avenue. Go South to the service road behind the building, east to the sidewalk at Lane Road. Follow the sidewalk North to Jefferson Park Avenue.

Under heading Copeley III, make the following change:
2. Change Building 14 to Building 547.
3. Change Building 13 to Building 520.

Under the heading Sprigg Lane, make the following change:
Change the heading to Sprigg Lane and 102 Cresap:

Under the heading Sundry Properties, make the following change:
1. Delete the Carriage House. It should only be the Hedge House, and Orchard House.

Add the following property and directions to Attachment 4: Housing Division Landscape Boundaries BICE HOUSE:
Start at the parking lot entrance; follow the fence line around the parking lot behind the building back out to the service road at the end of Brandon Avenue.
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In the RFP Attachment 5, Pricing By Area:, make the following changes:  
1. Add SHEA HOUSE AND SPANISH HOUSE to the FRENCH HOUSE header.  
2. Add BICE HOUSE and provide a price.

Add Attachment 6, Area Maps.  
Maps are available at the following link:  

If you have any questions concerning this Addendum or the RFP, please contact me at (434) 982-3092. Thank you for your participation in this RFP Process. I look forward to receiving your proposal.

Sincerely,

Robert Wilson  
Buyer Specialist

Please sign below, acknowledging receipt of this Addendum and return this document with your response to the RFP.

_____________________________  __________________________
Signature  
Name of Firm

_____________________________  __________________________
Please Print Name of Person Signing Above  
Date