



Pre-Bid Conference Sign in Sheet
RFP Number 15-033 – Abernathy Greenway Phase V Design Services
January 13, 2015

Name	Company Name	Email Address	Phone #
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Pre-Bid Conference Agenda
RFP Number 15-033 – Abernathy Greenway Phase V Design Services
January 13, 2015 11:00 a.m.

City of Sandy Springs Attendees

Jeff Allen – Purchasing Manager – City of Sandy Springs
Ronnie Young – Recreation and Parks Director – City of Sandy Springs
Mary Michael - Arborist/Landscape Architect – City of Sandy Springs

Welcome and Introductions – Jeff Allen

Schedule of Events – Jeff Allen

Pre-proposal conference: January 13, 2015; 11:00 a.m.
Last Day for questions: January 16, 2015; 5:00 p.m.
Proposal Due Date: January 29, 2015; 2:00 p.m.

Review of insurance requirements – Jeff Allen

Insurance requirements are included as Exhibit F to the Model Contract (please note our insurance requirements were revised in July, 2014.)

Questions – Submit all questions in writing. Email to – jallen@sandyspringsga.gov

VERBAL ANSWERS GIVEN TODAY ARE NON-AUTHORITATIVE.

Review of the project – Ronnie Young, Mary Michael

Questions and Answers

Please check the City's website frequently for updates. Questions and answers will be posted to the website

Wrap - up