



February 20, 2015

Moreland Altobelli Associates, Inc.
2211 Beaver Ruin Road
Suite 190
Norcross, GA 30071
Attn.: Buddy Gratton, PE

Re: RFP #15-033

Thank you for your interest in doing business with the City of Sandy Springs. We are pleased to notify you that the proposal submitted by your firm in the amount of \$ 67,840.00 for the above-referenced project was approved for award to your firm. This contract is being executed in counter-parts.

As stated in the Instruction to Bidders, you are required to execute and return the attached Contract in four (4) original executed signature pages and one (1) single – sided original contract, furnish a Certificate of Insurance in the amount specified and execute all other certification documents contained therein within ten (10) calendar days from the date of this Notice. Please print the contract single-sided. The City of Sandy Springs cannot execute double-sided contract documents. Do not staple documents together. The contract should be bound with a binder clip.

The Project Manager, Ronnie Young, or his representative, of the City of Sandy Springs Public Works Department may be contacting you after the contracts have been fully executed by your company and City Management. Upon receipt of the required documents and execution by the City, an executed contract will be forwarded to you for your records. Do not provide any product or services until you have received a fully-executed contract

Thank you for your interest in doing business with the City of Sandy Springs. We are looking forward to working with your firm to successfully complete this important project. Should you have any questions regarding any of the requirements outlined above, please do not hesitate to contact me at (770) 206-1443 or email me at jallen@sandyspringsga.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Allen", is written over a light blue background.

Jeff Allen
Purchasing Manager
City of Sandy Springs
(770) 206-1443
jallen@sandyspringsga.gov