



INTEROFFICE MEMORANDUM

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TO: Felicia Strong-Whittaker, Interim Director
Purchasing and Contract Compliance

FROM: David L. Ricks, Director *DR*

DATE: April 23, 2012

SUBJECT: Request Cancellation and Re-Bid of HVAC Security Cages & Alarms,
#12ITB107029YC-AP

We request cancellation of ITB #12ITB107029YC-AP, HVAC Security Cages & Alarms, because of a lack of response to the solicitation. There were five solicitations sent out for advertisement and Purchasing received one response (see attached tabulation sheet). Therefore, in the best interest of the County the specifications will be reviewed for clarity and re-advertised in an effort to receive more competitive bids.

If you need additional information, please contact Harry Jordan at (404) 612-5933.

Attachments: Bid Tabulation Sheet
ITB #12ITB80684YC-AP

xc: Jerry Williams, Area Manager
Louis Dsouza, HVAC Maintenance Manager
Vijay Nair, Building Maintenance Manager
Charles Leonard, CAPA, Team C
Al Micah Phillips, APA, Team A
Vincia Blaise, Human Resource Manager/Interim Financial Systems Manager
Harry Jordan, Financial Systems Supervisor