

March 26, 2020

RE: RFP 2020-03-06- Addendum 1

 The following shall serve as **Addendum #1.** Please acknowledge receipt of this addendum when submitting your bid.

 Dear Vendor:

As a State of Emergency has been issued at the federal, state and local levels, Pittsylvania County continues to take proactive steps to limit potential exposure to the novel coronavirus or COVID-19. One of those steps is to closed all Pittsylvania County Offices to the public.

1. Because of this decision, we will not be able to hold the public bid opening for Generator Maintenance. The bids are still due on April 6, 2020, but the time has changed to 4:00pm for accepting bids. This will allow mail, UPS and Fed-X to make their deliveries.

 The Procurement Manger will open the bids and post the bid tabulation on Pittsylvania County website by 5:00 pm the same day.

1. Delivery address for Sealed bids will now need to be delivered to:

 Purchasing Manager

 51 N. Main Street

 Chatham, VA, 24531.

Thank you for your consideration during this time.

Sincerely,

Connie Gibson

Purchasing Manager