



# City of Richmond

July 11, 2011

File:

**Business and Financial Services Department**

Finance Division

Telephone: 604-276-4218

Fax: 604-276-4162

**Attention: To All Proponents**

Dear Madame/Sir:

**Re: 4274Q –Supply & Delivery of Crew Cab & Chassis One (1) Ton Truck – Add # 3**

This Addendum includes items of clarification, forms part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in the preparation of your Proposals:

**Bidders must sign below to confirm they have read both Addendum #1 & # 2. Bidders must include BOTH Addendum with their submission.**

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**Signature, Name and Title**

Yours truly,

Daianna Panni

*Buyer 1*

DP:dp

pc: Suzanne Bycraft – Manager, Fleet and Environmental Programs