



August 4, 2020

ADDENDUM # 1 , RFP #363-21

PROPERTY INSURANCE, BOILER AND MECHANICAL, AND CRIME

The following information is hereby made to the above referenced Request For Proposal

1. In accordance with RFP #363-21, the instructions for submitting the first documents (questionnaire and market assignment forms) has been changed as noted:

FROM: "must be returned by 10:30 a.m., August 5, 2020 by email to [NRNunez@garlandisd.net](mailto:NRNunez@garlandisd.net) and sent to 501 South Jupiter Road, Garland, Texas 75042, Purchasing Department."

TO: "must be returned by 2:30 p.m., August 5, 2020 by email to [NRNunez@garlandisd.net](mailto:NRNunez@garlandisd.net) with a copy to [bids@garlandisd.net](mailto:bids@garlandisd.net) . A hard copy shall be sent to 501 South Jupiter Road, Garland, Texas 75042, Purchasing Department, but does not have to be received prior to the cutoff date/time.

2. An email confirmation will be sent by reply email when the documents have been received at [NRNunez@garlandisd.net](mailto:NRNunez@garlandisd.net) NO LATER THAN 2:30 p.m., August 5, 2020.

Sincerely,

*Mark A. Booker*

Mark A. Booker

Executive Director of Purchasing

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

State Zip

\_\_\_\_\_  
Signature