



February 4, 2020

**SENT VIA ELECTRONIC AND U.S. MAIL**

Jeremy Cantor  
Planit Geo, LLC  
7878 Wadsworth Boulevard  
Arvada, Co. 80003  
[jeremycantor@planitgeo.com](mailto:jeremycantor@planitgeo.com)

**RE: Contract No. 19-405, Tree Canopy Study Update – Award Letter**

Dear Mr. Cantor:

This letter shall serve as official notification that the City of Brookhaven has decided to award the above-referenced contract to Charles Abbott Associates, Inc. The contract estimated amount is \$21,000.00.

The contract period shall be February 4, 2020 through December 31, 2020. All prices shall remain firm and all terms and conditions and specifications for this contract shall be honored for the contract period.

Delivery or performance may be made as authorized by purchase orders issued by the City of Brookhaven Purchasing Department. This award letter is not an official order.

Please contact Patrice Ruffin, Director of Community Development, at (404) 637-0532 for all coordination required.

Thank you for your interest in doing business with City of Brookhaven.

Sincerely,

*Shakera Hall*

Shakera Hall  
Purchasing Manager