



June 2, 2021

SENT VIA ELECTRONIC AND U.S. MAIL

Allison Stewart-Harris
Vanasse Hangen Brustlin, Inc.
1355 Peachtree St, NE
Suite 100, Atlanta, GA 30309-3269
astewart-harris@vhb.com

RE: RFP No. 21-109, Windsor-Osborne Special Area Plan – Intent to Award

In compliance with solicitation conditions as described in the above-referenced Invitation to Bid, this letter shall serve as official notification of City of Brookhaven intent to enter into a contract with your company.

The contract, for which you are being considered for award, is estimated to be in the amount of \$58,125.00.

In further compliance with the City of Brookhaven solicitation conditions, you may now proceed with acquiring and providing (within five (5) days) the following documents as outlined in the solicitation conditions:

1. Original Certificate of Insurance as indicated below, executed by an authorized representative of insurer:
 - Workers ' Compensation
 - Comprehensive General Liability
 - Automotive Liability (Owned, hired, and non-owned)

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

Sincerely,

Shakera Hall

Shakera Hall
Procurement Manager