



November 3, 2022

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

Britt Storck  
Alta Planning + Design, Inc.  
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**RE: RFP NO. 22-114, Multi-Modal Study – Intent to Award**

In compliance with solicitation conditions as described in the above-referenced Request for Proposal, 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 \$179,784.00.

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)
2. W9

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

Sincerely,

*Shakera Hall*

Shakera Hall  
Procurement Manager