



December 30, 2016

ADDENDUM NO. 1 TO ALL BIDDERS:

Invitation to Bid: ITB # 17-03-08

Description: Body Armor

Dated: December 27, 2016

For Delivery to: Purchasing Division, City of Roanoke, Virginia

Bid Due: January 25, 2017

**Reference: Cover page, Section 7, General Instructions to Bidders: Prebid Meeting: Replace:**

**Any and all references to the nonmandatory prebid meeting scheduled for January 25, 2017 are hereby replaced as follows:**

There is a nonmandatory prebid conference scheduled for 10:00a.m. on **January 13, 2017**, in the Purchasing Conference Room, Room 206, Noel C. Taylor Municipal Building, 215 Church Avenue, Roanoke, Virginia 24016. It is recommended that Bidders attend such conference.

**Note:** A signed acknowledgment of this addendum should be received at the location indicated on the ITB either prior to the due date and hour or attached to your response. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Very truly yours,

Monica Cole  
Purchasing Supervisor  
Phone: 540-853-2871

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature/Title

\_\_\_\_\_  
Date