



MEMORANDUM

TO: All Bidders

RE: IFB# 24-39 TIRES AND TIRES SERVICES

DATE: March 29, 2024

It is in the best interest of the City for the above referenced Invitation for Bids to be cancelled under Virginia Code § 2.2-4319. Insurance Requirements recommended by the Risk Manager were omitted from the terms and conditions. The City anticipates issuing another solicitation.

Sincerely,

A handwritten signature in black ink that reads 'Joseph Hoffman'. The signature is written in a cursive, flowing style.

Joseph Hoffman
Buyer II