



## INTEROFFICE MEMORANDUM

David L. Ricks, Director  
Facilities and Transportation Services Department  
Phone: (404) 612-5900  
Fax: (404) 730-5897

**TO:** Felecia Strong-Whitaker, Interim Director  
Purchasing & Contract Compliance

**FROM:** David L. Ricks

**DATE:** January 27, 2014

**SUBJECT:** Request for PO – Interior Soundproofing (Spray Foam Insulation)  
RFQ #14DW91597C

I am requesting that a Purchase Order (PO) be issued to the lowest, responsible bidder in the total amount of \$42,500.00, for the Interior Soundproofing (Spray Foam Insulation) quote, submitted by Energy Seal, Inc., in response to RFQ #14DW91597C.

One (1) quote was received and evaluated. The recommended vendor, Energy Seal, Inc. was the only quote response.

Please establish a PO in the amount of \$42,500.00, for Energy Seal, Inc. RQN #010714-0011 has been submitted.

If you need additional information, please contact Lloyd Nesbitt at 404-612-5758.

cc: Charles Leonard

Attachments: RFQ #14DW91597C  
RQN #010714-0011

TEMPORARY TABULATION SHEET-----QUOTE #14DW91597C ---INTERIOR SOUNDPROOFING (SPRAY FOAM INSULATION)

The screenshot displays the AMS Advantage web application interface. The main content area shows a 'Bid Tabulation' table with the following data:

Group	Energy Seal Inc
Default Commodity Group	
	1 \$42,500.00
<b>Total For Default Commodity Group</b>	<b>\$42,500.00</b>
<b>Total Bid</b>	<b>\$42,500.00</b>

The interface also features a 'Document Navigator' on the left with options like 'Header', 'Load Statistics', and 'Awarded Items'. The bottom of the window shows a Windows taskbar with the system clock at 4:06 PM on 2/3/2014.