



March 14, 2011

**Re: REQUEST FOR PROPOSAL Civic Center Network Infrastructure**

Dear Vendors:

The City of Brentwood is currently accepting proposals for network infrastructure equipment and installation services for the Civic Center. The City may award the contract to a single vendor or multiple vendors depending on expertise and pricing. Specifications and RFP documents are available by emailing:

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[tjakobsen@clientfirstcg.com](mailto:tjakobsen@clientfirstcg.com)

Proposal instructions are contained in **Sections 2, 3 & 5** of the *Request for Proposal* (RFP) document. Please provide the requested information in the prescribed written format. Failure to comply with the prescribed format may result in disqualification.

- **Questions:** All questions must be received by **5:00 p.m. PST, March 25, 2011**. Questions received after this deadline will not be accepted.
- **Proposals Due:** One (1) original, three (3) printed copies, and one (1) electronic copy on CD of your Proposal must be received no later than **4:00 p.m. PST, April 5, 2011**.

Thank you for your participation. We look forward to reviewing your Proposal.