



ROANOKE COUNTY

Purchasing Division

5204 Bernard Drive, Suite 300-F, P.O. Box 29800

Roanoke, Virginia 24018-0798

TEL: (540) 772-2061 FAX: (540) 772-2074

October 19, 2021

NOTICE OF INTENT TO AWARD

RFP 2022-033

TITLE: 2022-033 - Wayside Park Boat Ramp

Intent to Award to: Hammond-Mitchell, Inc.

The County appreciates your interest by submitting a proposal for this project and we hope you will respond on future projects. Please feel free to contact us if you have any questions.

W.L. Heath Honaker,
Purchasing Division Director

Important Notice: If an award is made to your firm, you need to be set up in our financial software system and a signed W-9 tax information needs to be submitted in order to receive payment and/or purchase orders from the County.

If you have not previously registered or need to update your company information, please go to: <http://www.roanokecountyva.gov/forms.aspx?FID=88> as soon after award to complete and submit an on-line Vendor Payment Registration Form. Should you not have access to a computer, you may go to any local library to use one or come to the Purchasing Office, 5204 Bernard Drive, Suite 300-F, Roanoke, VA 24018 to complete the registration. This registration is not used for the purposes of receiving automatic notification of formal bid/proposals. Information about the new notification process is found on our website.