

**VIA EMAIL**

November 9, 2022

PFM Financial Advisors, LLC  
1725 Market Street, 42<sup>nd</sup> Floor  
Philadelphia, PA 10103

Attention: Lauren Lowe, Managing Director

Dear Ms. Lowe:

**NOTICE OF AWARD**

**Request for Proposals (RFP) No. 22-500623 Financial Advisory Services DeKalb County, GA**

This confirms that the DeKalb County Board of Commissioners at the November 8, 2022 meeting acted to approve the award for Request for Proposals (RFP) No. 22-500623 Financial Advisory Services to PFM Financial Advisors, LLC.

Your Purchasing and Contracting contact will be Jennifer Schofield, Procurement Agent-Senior, telephone number 404.687.4042, email address [jjschofield@dekalbcountyga.gov](mailto:jjschofield@dekalbcountyga.gov). Immediately proceed to procure the certificate of insurance and business license, etc. in accordance with the terms and conditions of the RFP and resulting contract.

No work is to begin until you have received the Notice to Proceed from the Department of Purchasing and Contracting of DeKalb County. No County department head has the authority to authorize you to perform any work until the Notice to Proceed has been issued.

Sincerely,

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Michelle Butler  
Procurement Manager  
Department of Purchasing and Contracting

MNB:jjs  
cc: File