



SOLICITATION ADDENDUM #1

Solicitation Number: PKS-RFP-20-010 Addendum #1
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Solicitation Due Date: August 14, 2020 @ 2:00 p.m. Local Time

CITY OF PHOENIX
Parks and Recreation
Department
200 W. Washington Street
16th Floor
Phoenix, AZ 85003
Phone: (602) 262-6862

ADD: PRE-PROPOSAL MEETING CONFERENCE CALL INSTRUCTIONS

How to join a Conference Now Meeting as an Attendee (non-Host):

1. The City of Phoenix Conference Now number
 - a. 602-534-1000 (external)
 - b. 41000 (internal 5-digit extension)
 - c. Meeting number 26714
 - d. 3434
2. Enter the Host's Meeting Number, which is the host's 5-digit extension
3. Enter the Attendee Access Code provided by the host. You will join the conference immediately.
4. Announce that you have joined the conference, (i.e., "John Smith has joined.")

Notes: If you join a meeting before the host arrives, you will be asked to enter a PIN if you are the host or press # to skip. Press # to skip and enter Attendee Access Code. You will be put on hold and will hear music until the host arrives. If the host doesn't join in 15 minutes, the conference will automatically end.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____