

## InterOffice Memorandum

October 29, 2013

To: Judy Davis/Contract Administrator

From: Dan James/Facilities Director

RE: Authorization to Reject Bids: Services, Maintenance: Plumbing  
Contractor IFB No. 2013-297

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I am requesting authorization to reject all bids for Services, Maintenance: Plumbing Contractor, IFB No. 2013-297.

I appreciate your consideration of my request. If I can be of further assistance please do not hesitate to contact me at extension 5331.

C:rejectbidspumbingcontractor2014