

## InterOffice Memorandum

January 20, 2016

To: John Griffin/Buyer II

From: Dan James/Facilities Director

RE: Contract Amendment #2/Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs, Contract No. 2015-052

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Approval of Contract Amendment #2 to the contract with Convergent Technologies, LLC for Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs, Contract No. 2015-052, to add the following line items for the Frisco Sub-Courthouse: 2015-052-01-15, Fire Sprinkler Inspections and Testing: Frisco Sub-Courthouse at a cost of \$222.00 annually; and, 2015-052-02-15, Fire Alarm Inspections and Testing: Frisco Sub-Courthouse at a cost of \$535.00 annually. Furthermore, authorize the Purchasing Agent to execute same.

If I can be of further assistance please do not hesitate to contact me at extension 5331.