

## InterOffice Memorandum

May 18, 2016

To: John Griffin/Buyer II

From: Dan James/Facilities Director

RE: Contract Extension: Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs/Contract No. RFP 2015-052

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Request approval to renew the Contract for Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs, Contract No. IFB 2015-052 with Convergent Technologies, LLC for an additional 12 month period to include terms, conditions and pricing set forth in the original bid award, effective October 1, 2016 through September 30, 2017.

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