

InterOffice Memorandum
September 1, 2016

To: John Griffin/Buyer II

From: Dan James/Facilities Director

RE: Authorization to Advertise for Bids: Parking Lot Striping, IFB No. 2016-330

I am requesting authorization to advertise for bids for Parking Lot Striping, IFB No. 2016-330.

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:advertiseforbidsparkinglotstriping2017