

## InterOffice Memorandum

December 19, 2017

To: County Judge Keith Self  
Commissioner Susan Fletcher, Pct. 1  
Commissioner Cheryl Williams, Pct. 2  
Commissioners John Thomas, Pct. 3  
Commissioner Duncan Webb, Pct. 4

From: Dan James/Facilities Director

RE: Authorization to Advertise for Bids: Replacement of Carrier AC Units,  
IFB No. 2018-095

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I am requesting authorization to advertise for bids for the Replacement of Carrier AC Units, IFB No. 2018-095.

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:advertiseforbidscarrieracunits