

InterOffice Memorandum

December 3, 2012

To: Matt Dobecka/Contracts Administrator

From: Dan James/Facilities Director

RE: Change Order #1/Striping, Roads and Parking Lots, Contract No. 07236-11

Approval of Change Order #1 to the contract for Striping, Roads and Parking Lots, Contract No. 07236-11, with Walker and Sons Line Striping to extend the contract for a period of one (1) year, October 1, 2012 through September 30, 2013, in accordance with Section 4.0 "Special Terms and Conditions", paragraph 4.2 "Term" contract performance period. 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.

C:chgorder1parkinglotstriping2013