

## InterOffice Memorandum

February 10, 2015

To: John Griffin/Buyer II

From: Dan James/Facilities Director

RE: Authorization to Reject Bids: Maintenance/Repair/Operations Parts,  
Supplies and Related Services, IFB No. 2015-010

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I am requesting authorization to reject all bids for Maintenance/Repair/Operations Parts, Supplies and Related Services, IFB No. 2015-010.

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:rejectbidsmaintrepaioptionsparts2015010