

**InterOffice Memorandum**  
May 25, 2016

To: Jennifer Turner/Buyer II

From: Dan James/Facilities Director

RE: Award: Kitchen Equipment /Solicitation IFB No. 2016-178

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Upon evaluation of the submitted bid tabulation packet for Kitchen Equipment (IFB No. 2016-178), I recommend that we award the bid to the lowest and best overall bidder, ISI Commercial Refrigeration, Inc. effective date of award.

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

C:awardkitchenequipment2016