

InterOffice Memorandum

May 9, 2017

To: John Griffin/Buyer II

From: Dan James/Facilities Director

RE: Contract Extension: Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs, RFP No. 2015-052

Request approval to renew the Contract for Fire Alarm/Fire Sprinkler Inspections, Testing, Maintenance and Repairs, RFP No. 2015-052 with Convergent Technologies, LLC for an additional 12 month period to include terms, conditions and pricing set forth in the original bid award, effective October 1, 2017 through September 30, 2018 (Renewal 3 of 3).

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