

InterOffice Memorandum

July 13, 2017

To: Shannon Poe/Buyer II

From: Dan James/Facilities Director

RE: Contract Amendment #1/Supplies: Janitorial, Contract No. 2015-148

Approval of Contract Amendment #1 to the contract with Eagle Brush Chemical, Inc. for Supplies: Janitorial, Contract No. 2015-148, to allow for the following: Delete Line Item 8, Cleaner, Polish (Metal), Dymon DYM 91930, 6 Tubs/30 Wipes/Case @\$51.71/CS; and, replace with Line Item 8, Cleaner, Polish (Metal), Misty Painless Stainless Steel Cleaner, AMR 1001557 @\$57.04/CS, effective upon approval of Commissioners Court. 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.