

InterOffice Memorandum

July 24, 2017

To: J. D. Griffin/Buyer II

From: Dan James/Facilities Director

RE: Authorization to Advertise for Bids: Collin County AHU-1 Heat Exchanger Replacement/IFB No. 2017-278

I am requesting authorization to advertise for bids for the Collin County Justice Center AHU-1 Heat Exchanger Replacement, IFB No. 2017-278.

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:advertsieforbidsheatexchanger