

INTEROFFICE MEMO
COUNTY JUDGE'S OFFICE

To: Allison Hitchcock

From: Purchasing – Pam Causey

Date: Dec. 27, 2010

RFP # 2008-140 Oil Filter, & Changes

RFB # _____

Date approved in Commissioner's Court 12/27/2010

Rejected in Commissioner's Court
Requested to rebid: _____ Requested NO rebid: _____

Other: Renewal

- Original Bids/Proposals/Quotes/Qualifications
- Recap Sheet
- Misc. documentation

Please file/scan in the County Clerk's Records.

MARGARET A. COOK, CPPB
Johnson County Purchasing Agent
margaret@johnsoncountytexas.org



KAY HARRIS
Assistant Purchasing Agent
kayh@johnsoncountytexas.org

1102 E. Kilpatrick, Suite B
Cleburne, Texas 76031
(817) 556-6384
Fax (817) 556-6385

December 6, 2010

Roger's Lube Service
2108 N Main
Cleburne, Texas 76033

RE: Contract for changes oil, lube and filters
RFB#2008-140

Dear Mr. Moore:

Our contract for oil, lube and filters changes will expired at the end of December 2010. Johnson County is interested in renewing with Roger's Lube Service for another year (January 2011-December 2011) at the same prices. (see attached pricing)

Please call me if you have any questions. I would ask that you sign below and fax back to me as soon as possible.

Thank you for your time and attention in handling this matter.

Sincerely

Margaret Cook
Margaret A. Cook, CPPB
Johnson County Purchasing Agent

Yes, I wish to renew: *Roger Moore* Date: 12/8/10

No, I do not want to renew: _____ Date: _____