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**AGENDA ITEM REQUEST FORM**

**Hays County Commissioners Court**

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

**AGENDA ITEM**

Approve renewal of IFB 2010-B09 "Emulsion Oils" for one additional year as provided in original bid. All terms and conditions remain unchanged and there is no increase in pricing.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	September 17, 2013	N/A

**LINE ITEM NUMBER**

**AUDITOR USE ONLY**

**AUDITOR COMMENTS:**

**PURCHASING GUIDELINES FOLLOWED:** YES                      **AUDITOR REVIEW:** BILL HERZOG

REQUESTED BY	SPONSOR	CO-SPONSOR
Borcherding/Maiorka	COBB	N/A

**SUMMARY**  
See attached letter of renewal



## OFFICE OF THE COUNTY AUDITOR

Hays County Purchasing  
712 S. Stagecoach Trail, Ste. 1071  
San Marcos, Texas 78666  
512-393-2273

Bill Herzog, CPA  
*County Auditor*  
bherzog@co.hays.tx.us

Cindy Maiorka, CPPB  
*Purchasing Manager*  
cindym@co.hays.tx.us

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Ergon Asphalt & Emulsions Inc  
11612 RM 2244 Building 1 Suite 250  
Austin, Texas 78738

September 3, 2013

The bid for "Emulsion Oils" will expire soon. This letter will serve as notice that Hays County would like to renew your existing bid for one (1) additional year, provided all terms and conditions remain unchanged and in full force and effect as provided in original bid. The Terms of Contract does provide a provision for a price increase not to exceed the consumer price index for the increase. If you are increasing pricing please provide the pricing and justification for the increase. If you are in agreement with the terms of renewal, please sign below and mail back to Hays County Purchasing Office, 712 South Stagecoach Trail, Suite 1071, San Marcos, Texas 78666.

If you have any questions please feel free to contact me at 512-393-2271.

Please find enclosed the tabulation sheet.

Sincerely,

Cindy Maiorka CPPB  
Purchasing Manager

Signature  Date SEPTEMBER 5, 2013

Printed Name CARY P. BROWNLEE

Company Name ERGON ASPHALT & EMULSIONS, INC.