

**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 2011-B06 "Cemetery Maintenance" for one additional year as provided in original bid. All terms and conditions remain unchanged. There is no increase in pricing

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
CONSENT	September 24, 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

FILED: 09 24 13  
HAYS COUNTY COMMISSIONERS' COURT  
Resolution # 28332 VOL V PG 245



**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

Greater Texas Landscapes, Inc.  
1141 Penion Drive  
Austin, Texas 78748

September 3, 2013

The bid for "Cemetery Maintenance" 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. 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,

Handwritten signature of Cindy Maiorka in cursive script.

Cindy Maiorka CPPB  
Purchasing Manager

Signature  Date SEPTEMBER 10, 2013

Printed Name RUTH M. RAMONIS

Company Name GREATER TEXAS LANDSCAPE SERVICES