201603-00425

DAVID GEE, SHERIFF
Hillsborough County
Tampa, FL

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INTER-OFFICE
MEMORANDUM

DATE: March 14, 2016

TO: Christina R. Porter
Comptroller

FROM: Carly Cartwright
General Services Bureau

RE: Bid 9-16 Cancellation Request

MESSAGE:

This Bid cancellation request is respectfully submitted due to lack of response to Bid 9-16 for Skin Packaging Board and Film. The mentioned Bid was advertised on February 26, 2016 and received only one response prior to opening on March 11, 2016.

It is recommended that Bid 9-16 be canceled and re-advertised for an additional two weeks.

APPROVED	DISAPPROVED	ACK	DATE	NAME	ABN	TITLE
[ ]	[ ]	[X]	3-14-16	Jennifer Allen	202684	Manager
[✓]	[ ]	[ ]	3-14-16	[signature]	636	Director
[✓]	[ ]	[ ]	3-15-16	[signature]	244876	Comptroller
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