

TULSA COUNTY

**PURCHASING
DEPARTMENT**

MEMO

DATE: July 3, 2018

FROM: Matney M. Ellis
Purchasing Director 

TO: Board of County Commissioners

SUBJECT: Notice to Proceed – Cisco-Eagle, Inc.

On May 14, 2018, the Tulsa County Board of County Commissioners approved and executed the agreement between the Board of County Commissioners on behalf of the Tulsa County Court Clerk's Office and Cisco-Eagle, Inc. for the Design and Installation of Warehouse Shelving and Racking at the Court Clerk Apache Warehouse, CMF# 244622.

The Tulsa County Purchasing Department and Court Clerk's Office respectfully request approval and authorization for Cisco-Eagle, Inc. to proceed with the scope of work as defined in the approved agreement.

MME / mlb

ORIGINAL: Michael Willis, County Clerk, for the July 9, 2018 agenda.

COPIES: Acting Commissioner Michael Craddock
Commissioner Karen Keith
Commissioner Ron Peters
Don Newberry, Court Clerk
John Fothergill, Chief Deputy
Vicki Adams, Chief Deputy