

Chair
Robert Thomas

Commissioners
William D. Darby
Patti Jones
Mike Novak
Jack W. Perry
Betty Reinbeck



Executive Director
Harvey Hilderbran

Mailing address:
P. O. Box 13047
Austin, TX 78711-3047
(512) 463-3446
www.tfc.state.tx.us

Internal Correspondence

Date: 07/12/2016

To: Harvey Hilderbran
From: Richard Ehlert, Procurement Director
Subject: Emergency Purchase Justification

Dear Harvey Hilderbran:

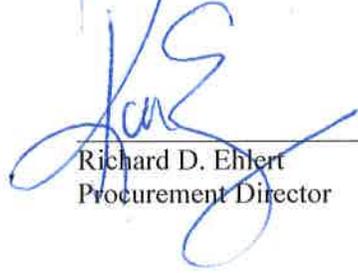
The attached purchase for replacing a broken window on the 5th floor of the Robert E. Johnson Building from, with a cost of \$8710.32 is requested to be acquired in accordance with Texas Government Code: Title 10, Subtitle D, Section 2155.137 (Emergency Purchase). This letter of justification is required because the broken window is an immediate hazard to the tenant agency, the Legislative Budget Board.

for 

Harvey Hilderbran
Executive Director

7/12/16

Date



Richard D. Ehlert
Procurement Director

7/12/2016

Date