



901 W. Main  
Tomball, Texas 77375  
Ph. (281) 351-5128  
Fax (281) 351-5130

September 1, 2015

Via E-mail [cheryl.krejci@fortbendcountytx.gov](mailto:cheryl.krejci@fortbendcountytx.gov)

Ms. Cheryl Krejci  
Fort Bend County

Re: Fort Bend County Bid 11-001 – Term Contract for Purchase and Maintenance of Copy Machines

Dear Ms. Krejci,

We accept the two month extension through November 30, 2015.

Sincerely,

A handwritten signature in cursive script that reads 'Jim Beyer'.

Jim Beyer  
President  
Skelton Business Equipment

## COUNTY PURCHASING AGENT

Fort Bend County, Texas



Gilbert D. Jalomo, Jr., CPPB  
County Purchasing Agent

(281) 341-8640  
Fax (281) 341-8645

September 1, 2015

*Via E-mail [jim@sbesharp.com](mailto:jim@sbesharp.com)*

Mr. Jim Beyer  
Skelton Business Equipment

Re: Fort Bend County Bid 11-001 – Term Contract for Purchase and Maintenance of Copy Machines

Dear Mr. Beyer,

Our contract with your company for the above referenced expires September 30, 2015. We respectfully request a two month extension of this contract if mutually agreeable through November 30, 2015.

You may fax the letter to 281-341-8645 or email to [cheryl.krejci@fortbendcountytexas.gov](mailto:cheryl.krejci@fortbendcountytexas.gov). The matter will then be taken before Commissioners Court of Fort Bend County for their approval. Your response on or prior to **9:00am, Wednesday, September 2, 2015** would be greatly appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Cheryl Krejci".

Cheryl Krejci, CPPB  
Senior Buyer

CK/nw