

From: Odysseus Lanier [<mailto:Olanier@mjlm.com>]
Sent: Wednesday, June 28, 2017 10:47 PM
To: Matthew Grady
Cc: Darlene Brown
Subject: RE: Contract Amendment
Importance: High

Good evening Matt,

Please accept this email as a formal, written request to extend the period of performance to August 29, 2017 in accordance with the requirements of Section 3 – TERM of the City of Killeen Contract for Audit Services. This extension is necessary to ensure McConnell & Jones LLP has the necessary time to obtain and analyze data necessary to complete the draft and final reports. We agreed to these dates after meeting with the COK city manager and city auditor to assess the potential deliverable dates after considering the current status of the engagement and the related requirements to complete the management audit process.

Thanking you in advance for your consideration of our request, I am

Sincerely yours,

Odysseus "OD" Lanier

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