



UTILITIES DEPARTMENT

Wes Byne, P.E.
Director

TO: Darrell White
Interim Director, Procurement Department

THRU: Wes Byne, P.E.
Director, Utilities Department

FROM: Kelsey Henderson

CC:

DATE: October 16, 2024

SUBJECT: JUSTIFICATION LETTER FOR FUND INCREASE – ASPHALT

Due to the high demands for asphalt patch repair, concrete curb, and sidewalk replacement, AUD is requesting for \$175,000.00 additional funds to increase **22AUA122** that will fund this project until the end of 2024.

Please approve this request so that Blair can continue to provide the materials and labor needed for without delay.

Thank you for your kind assistance to proceed.

Sincerely,

Kelsey Henderson