



**Administrative Services**  
**Purchasing Division**

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**M E M O R A N D U M**

TO: John Lindsey, Utilities  
FROM: Opal F. Dick, CPPO, Senior Buyer *Opal*  
DATE: September 10, 2001  
RE: Bid #5632, Meters, Electric

Enclosed for your evaluation and review are the bid documents pertaining to the above bid opening.

If you have any questions, please call me.