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**To:** All Ooltewah Employees  
**From:** Dickie Hutsell, VP of Facilities  
**Re:** Janitorial Service Provider Change  
**Date:** October 16, 2024

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Hello Team,

Our current janitorial contract has ended, and we are still in the process of securing another vendor for the Ooltewah Plants.

In the meantime, we will be using limited in-house support to bridge the gap, until we can get that new vendor in place.

Please submit a [helpdesk ticket](#) if you need additional janitorial support during this time. This will help us ensure that we are meeting your needs and providing you with a clean, organized workspace.

We appreciate your patience, as we make this transition. If you have any questions or concerns, please feel free to contact me.

Thank you,

Dickie Hutsell  
VP of Facilities