



Financial and Administrative Service Department  
Purchasing Office  
PO Box 1088, Austin, Texas, 78767

January 7, 2008

Austin Tenants' Council  
Katherine Stark, Executive Director  
1640-B East 2<sup>nd</sup> Street, Suite #150  
Austin, Texas 78702

Dear Ms. Stark:

The City of Austin has approved the execution of a contract with your company for Social Services in accordance with the referenced council award.

|                                   |   |
|-----------------------------------|---|
| Responsible Department:           | Health & Human Services   |
| Department Contact Person:        | Leslie Boyd   |
| Department Contact Email Address: | <a href="mailto:leslie.boyd@ci.austin.tx.us">leslie.boyd@ci.austin.tx.us</a><br>7201 Levander Loop, Austin, Texas 78702 |
| Department Contact Telephone:     | (512) 972-5036  |
| Project Name:                     | Social Services   |
| Contractor Name:                  | Austin Tenants' Council   |
| Contract Number:                  | NG080000011   |
| Contract Period:                  | 01/01/08-12/31/08   |
| Contract Period Amount            | \$38,505.00   |
| Extension Options:                | None  |
| Requisition Number:               | NA  |
| Solicitation Number:              | NA  |
| Agenda Item Number:               | Item No. 21   |
| Council Approval Date:            | 12/13/07  |

A copy of the contract/purchase order will be forwarded by mail or email.

Thank you for your interest in doing business with the City of Austin. If you have any questions regarding this contract, please contact the person referenced under Department Contact Person above.

Sincerely,

Wilbur Jones  
Buyer I  
Purchasing Office