



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

March 11, 2008

Minuteman International
Attn: Robert C. Miller, President
65 Arbor Way
Fitchburg, MA 01420

Mr. Miller

The Austin City Council approved the execution of a contract with your company to provide the Austin Water Utility with rain water barrels in accordance with the referenced solicitation.

Responsible Department:	Austin Water Utility
Department Contact Person:	Darrell Richmond
Department Contact Email Address:	darrell.richmond@ci.austin.tx.us
Department Contact Telephone:	512/972-0313
Project Name:	24-Month Contract for Rain Water Barrels
Contractor Name:	Minuteman International
Contract Number:	GA080000095
Contract Amount:	\$480,000.00
Extension Option Amount:	\$240,000.00
Contract Period:	April 1, 2008 through March 31, 2010
Extension Options:	Two, 12-Month Option Periods
Requisition Number:	2200 07100800035
Solicitation Number:	STA0104 RE-BID
Agenda Item Number:	24
Council Approval Date:	March 6, 2008

A copy of the contract along with your bid submittal is attached hereto..

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.

Sincerely,

Stephen T. Aden, Sr.
Supervising Senior Buyer
Purchasing Office
Finance and Administrative
Service Department

cc: Darrell Richmond/AWU