



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

March 26, 2008

St. David's Occupational Health Services
ATTN: Jolene Shriner
918 E. 32nd Street
Austin, TX 78705

Dear Ms. Shriner:

The Austin City Council has approved the execution of a contract with your company for drug and alcohol testing services.

Responsible Department:	Austin Police Department, Public Safety and Emergency Management and Austin Fire Department
Department Contact Person:	Anna Weaver
Department Contact Email Address:	Anna.weaver@ci.austin.tx.us
Department Contact Telephone:	(512) 974-5080
Project Name:	Drug and Alcohol Testing Services
Contractor Name:	St. David's Occupational Health Services
Contract Number:	NA0800000089
Contract Period:	3/12/08 – 3/11/10
Extension Options:	Three 12 month extension options
Requisition Number:	8700--07110900135
Solicitation Number:	SSC0056
Agenda Item Number:	30
Council Approval Date:	3/6/08

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

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,

Sydney Ceder
Senior Buyer
Purchasing Office
Financial and Administrative Services Department