

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

June 9, 2008

WW Grainger, Inc.  
James Leiskau  
7950 Research Blvd.  
Austin, TX 78758-8425

Dear Mr. Leiskau:

The City of Austin approved the execution of a contract with your company for Personal Protective Equipment in accordance with the referenced solicitation.

Responsible Department:	Health & Human Services Department
Department Contact Person:	Janet Pichette
Department Contact Email Address:	<a href="mailto:janet.pichette@ci.austin.tx.us">janet.pichette@ci.austin.tx.us</a>
Department Contact Telephone:	512-972-4586
Project Name:	Personal Protective Equipment
Contractor Name:	WW Grainger, Inc.
Purchase Order Number:	CT 9500-08052901883
Purchase Order Date:	05/29/08
Contract Amount:	\$393,552.45
Extension Options:	N/A
Requisition Number:	Cooperative Purchase
Solicitation Number:	N/A
Agenda Item Number:	13
Council Approval Date:	May 15, 2008

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,

Lynn Mueller  
Contract Compliance Manager  
Purchasing Office  
Finance and Administrative  
Service Department