



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

September 4, 2008

American Diversity Business Solutions
2504 Improver Road
Spicewood, Texas 78669

The City Council has approved and awarded a contract with your company for the ANNUAL SERVICE AGREEMENT FOR PRINTING: FORMS, PRODUCTION and MANAGEMENT for the Materials Management Division of Finance & Administrative Services Department and the Austin police Department in accordance with the referenced solicitation.

Responsible Department:	FASD and APD
Department Contact Person:	Matt Samaripa
Department Contact Email Address:	matt.samaripa@ci.austin.tx.us
Department Contact Telephone:	512-974-1714
Project Name:	Printing of Various Forms
Contractor Name:	American Diversity Business Solutions
Contract Number:	MA- GA080000184
Contract Period:	September 4, 2008 through September 3, 2011
Extension Options:	Three (3) – Twelve (12) month extensions
Requisition Number:	RQM 740008040800499
Solicitation Number:	IFB CB30044
Agenda Item Number:	No.51
Council Approval Date:	August 28, 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,

Cruz Banda, Buyer II
Purchasing Office
Finance and Administrative Service Department

cc: