



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

September 9, 2008

Carrier Corporation  
1130 Rutherford Ln. #100  
Austin, TX 78753

The City Council has approved and awarded a contract with your company to PURCHASE AND INSTALL CARRIER SPLIT SYSTEM HEAT PUMPS for the Parks and Recreation Department in accordance with the referenced Cooperative information.

Responsible Department:	PARD
Department Contact Person:	Chris Dry
Department Contact Email Address:	<a href="mailto:chris.dry@ci.austin.tx.us">chris.dry@ci.austin.tx.us</a>
Department Contact Telephone:	512-974-6740
Project Name:	PARD Annex Bldg.
Contractor Name:	Carrier Corporation
Contract Number:	CT 8600-08090802668
Contract Period:	N/A
Extension Options:	N/A
Requisition Number:	RQS 8600 – 08071602075
Solicitation Number:	Cooperative Purchase – Buyboard
Agenda Item Number:	No.57
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: