



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

October 27, 2008

Tristar Commercial, LLC  
1211-D Roxie Drive  
Austin, TX 78729  
ATTN: John Barney

Dear Mr. Barney;

The City of Austin has approved the execution of a contract with your company for inspection, testing, and maintenance repair of building security & access control systems.

Responsible Department:	Austin Convention Center Department
Department Contact Person:	Curtis Jolly
Department Contact Email Address:	<a href="mailto:curtis.jolly@ci.austin.tx.us">curtis.jolly@ci.austin.tx.us</a>
Department Contact Telephone:	(512) 404-4300
Project Name:	Inspection, Testing, and Maintenance Repair of Building Security & Access Control Systems
Contractor Name:	Tristar Commercial, LLC
Contract Number:	NA080000248
Contract Period:	10/27/08 – 10/26/08
Extension Options:	N/A
Requisition Number:	8200-07100300015
Solicitation Number:	MLS0005REBID
Agenda Item Number:	61
Council Approval Date:	9/25/08

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