



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

October 24, 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	curtis.jolly@ci.austin.tx.us
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 – 10/26/11
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

I 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