



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

November 6, 2008

**VENDOR** Mitchell Adding Machine Co., Inc. d/b/a  
Mitchell Time and Parking  
**Contact Name** Mr. Joe Hobbs, President  
4806 North IH-35  
Austin, TX 78751

Dear Mr. Hobbs,

The Austin City Council approved the execution of a contract with your company for Parking Garage Equipment Maintenance and Repair Services and for Software Maintenance and Support Services in accordance with the referenced contract .

Responsible Department:	Austin Convention Center
Department Contact Person:	Van Jobe
Department Contact Email Address:	Van.jobe@ci.austin.tx.us
Department Contact Telephone:	512-404-4047
Project Name:	Parking Garage Equipment Maintenance and Repair, and Software Support Services.
Contractor Name:	Mitchell Time and Parking
Contract Number:	NS080000066
Contract Period:	10/01/08 - 09/30/2011
Contract Amount:	\$167,025 (Not to Exceed)
Extension Options:	Three 12-month options
Requisition Number:	RQM 8200-08082800955
Solicitation Number:	N/A
Agenda Item Number:	57
Council Approval Date:	09/25/08

A copy of the contract/purchase order will be mailed to you within 10 business days.

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,

Rosemary Ledesma  
Supervising Senior Buyer  
Purchasing Office  
Finance and Administrative  
Service Department

cc: Van Jobe, ACCD