

Financial and Administrative Services Department
Purchasing Office

P. O. Box 1088, Austin, TX 78767

(512) 974-2500

September 9, 2004

Ms. Deborah Drummond
Travis County Services for the Deaf
PO Box 1748
Austin, TX 78701-3307

Re: Solicitation No. N/A
Sign Language Interpretation Services

Dear Ms. Drummond:

The Austin City Council has approved the execution of a contract with your company for the above-referenced item as follows:

Date of Award: September 9, 2004

Contract Term: October 1, 2004 through September 30, 2005, with eight 12-month renewals

Contract No.: S040411 (Municipal Court)

Dollar Value: \$16,413.00

Contract No.: S040412 (Health & Human Services)

Dollar Value: \$10,000.00

Contract No.: S040413 (Community Care Services)

Dollar Value: \$37,000.00

Council Agenda Date: September 2, 2004, Item #29

Attached is a copy of all contract terms and conditions. Thank you for your interest in doing business with the City of Austin. If you have any questions regarding this contract, please contact me at (512) 974-2995.

Sincerely,

Mick Osborne, Sr. Buyer
Purchasing Office
Finance and Administrative Services Department
Enclosure

cc: Tammy Yanes, Municipal Court
Wilbur Jones, HHSD
Barbara McConnell, CCSD