

Financial and Administrative Services Department

Purchasing Office

P. O. Box 1088, Austin, TX 78767

(512) 974-2500

August 30, 2004

Ms. Lee Ann Queen
Baker & Taylor, Inc.
2550 West Tyvola Road, Suite 300
Charlotte, NC 28217

Re: Solicitation No. MO04100129
Books, Adult and Juvenile, CTLS

Dear Ms. Queen:

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

Date of Award: August 30, 2004

Contract Term: September 15, 2004 through September 14, 2005, with two 12-month extension options

Contract No.: C040274

Dollar Value: \$352,072.52

Council Agenda Date: August 25, 2004, Item 30

Attached is a copy of your bid with 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: Don Harper, CTLS