

June 29, 2004

Silvia B. Kenig
Silvia B. Kenig, Inc.
2102 Key West Cove
Austin, TX 78746-7256

Re: Solicitation No. SC04300032
Spanish Language Interpretation, Annual Service Agreement

Dear Ms. Kenig:

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

Date of Award:	June 24, 2004
Contract No.:	S040301
Dollar Value:	Not-to-exceed \$217,122 per contract term.
Contract Term:	June 25, 2004 thru June 24, 2005 with three 12 month extension options.
Agenda Item No.:	<u>28</u>
Agenda Date:	<u>6/24/04</u>

Invoices shall be sent from Silvia B. Kenig, Inc., 2102 Key West Cove, Austin, TX 78746-7256. Attached is a copy of the bid submitted by your company including 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 512-974-2035.

Sincerely,

Sydney Ceder, Buyer II
Purchasing Office
Finance and Administrative Services Department

Enclosure

cc: Michael Calderon, Municipal Court
Carl Lynch, Municipal Court