

July 10, 2006

Ryan Rice
Atlantic Envelope Company
10600 Shadow Wood Drive, Ste. 305
Houston, TX 77043

Re: Solicitation No. SC06300026
Envelopes-Utility, Annual Supply Agreement

Dear Mr. Rice;

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

Date of Award:	June 22, 2006
Contract No.:	C060223
Dollar Value:	Not-to-exceed \$148,275.00 per contract term.
Contract Term:	July 11, 2006 thru July 10, 2007 with two twelve month extension options.
Agenda Item No.:	<u>35</u>
Agenda Date:	<u>6/22/06</u>

Invoices shall be sent from Atlantic Envelope Company, 10600 Shadow Wood Drive, Ste. 305, Houston, TX 77043. 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: Sam Dominguez, Materials Management Division