



Administrative Services  
Purchasing Division

April 16, 1999

Schrader Propane, LLC  
320 N College Ave  
Ft Collins, CO 80524

Re Bid #5363 Propane Fuel Supplier

I have enclosed four (4) sets of contract documents regarding the above captioned matter. Please sign the four (4) copies, and return all copies to me along with a copy of all insurance requirements and your Articles of Incorporation. After the signatures have been obtained, a copy of the agreement will be sent to you.

Please contact Jim Hume, CPPB, Buyer, 970-221-6776, if you have questions.

Sincerely,

James B. O'Neill II, CPPO  
Director of Purchasing and Risk Management

enc

JBO/jbe