

Administrative Services
Purchasing Division

JAN 09 2008

RECEIVED

January 4, 2008

Cynthia Eichler, President
Fort Collins Convention & Visitors Bureau
19 Old Town Square Ste 137
Fort Collins, CO 80524

Re Renewal, P1010 Convention and Visitors Services

Dear Ms Eichler:

The City of Fort Collins wishes to extend the agreement term for the above captioned proposal per the existing terms and conditions and the following rates

- \$586,441 (the balance of the actual tax collections will be adjusted in January 2008) for the year 2008


The term will be extended for one (1) additional year, January 1, 2008 through December 31, 2008


If the renewal is acceptable to your firm, please sign this letter in the space provided and return it to the City of Fort Collins, Purchasing Division, P O Box 580, Fort Collins, CO 85022, within the next fifteen days

If this extension is not agreeable with your firm, we ask that you send us a written notice stating that you do not wish to renew the contract and state the reason for non-renewal


Please contact James B O'Neill, II, CPPO, FNIGP at (970) 221-6779 if you have any questions regarding this matter

Sincerely,


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



Signature



Date

(Please indicate your desire to renew P1010 by signing this letter and returning it to Purchasing Division within the next fifteen days)
JBO cj