



**Financial Services  
Purchasing Division**  
215 North Mason Street  
2nd Floor  
PO Box 580  
Fort Collins, CO 80522  
**970.221.6775**  
970.221.6707 - fax  
*fcgov.com/purchasing*

October 15, 2010

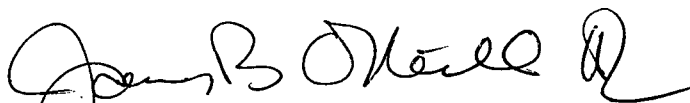
Symbiotic Engineering  
Attn: Timothy Hillman  
4845 Pearl East Circle, Suite 101  
Boulder, CO 80301

RE:Miscellaneous Services Agreement

Dear Mr. Hillman:

Enclosed please find your copy of the signed documents and purchase order 9105477 for the above-mentioned matter.

Sincerely,



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

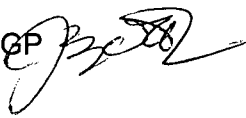
Encl: Agreement, Purchase Order

JBO:jkb



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**LETTER OF TRANSMITTAL**

To: Norm Weaver, Energy Services Engineer  
From: James B. O'Neill II, CPPO, FNIGP   
Date: October 15, 2010  
Re: Symbiotic Engineering Miscellaneous Services Agreement

Enclosed please find your copy of the signed contracts in the above-mentioned matter.

If you have any questions, please call me at X6779.


Encl: Agreement



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## LETTER OF TRANSMITTAL

To: Steve Mason, Assistant City Attorney  
Wanda Krajicek, City Clerk

From: James B. O'Neill II, CPPO, FNIGP   
Director of Purchasing & Risk Management

Date: September 30, 2010

Re: Miscellaneous Services Agreement, Symbiotic Engineering

Attached find three (3) sets each of contract documents regarding the above-mentioned matter. Would you approve as to form and forward to the City Clerk.

Wanda, please call Purchasing, Jim will come over, sign and initial the contracts and have you attest his signature. Would you call Purchasing when that is completed.