



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

January 6, 2012

Rocky Ridge Nursery & Landscape LLC
Attn: Joe Moreng
327 E County Road 60
Fort Collins, CO 80524

RECEIVED
JAN 17 2012
BY: _____

RE: Renewal, 7205 Neighborhood Street Tree Replacement

Dear Mr. Moreng:

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:

The term will be extended for one (1) additional year, March 15, 2012 through March 14, 2013.

If the renewal is acceptable to your firm, please sign this letter in the space provided **include a current copy of insurance naming the City as an additional insured** and return all documents to the City of Fort Collins, Purchasing Division, P. O. Box 580, Fort Collins, CO 80522, 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 John D. Stephen, CPPO, LEED AP, Senior Buyer at (970) 221-6777 if you have any questions regarding this matter.

Sincerely,

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

Signature

1/12/12
Date

(Please indicate your desire to renew 7205 by signing this letter and returning it to Purchasing Division within the next fifteen days.)

JBO:ll