

Administrative Services
Purchasing Division

AUG 23 2002

August 7, 2002

Hotline Electrical Sales & Service
6120 W. 73RD Ave.
Arvada, CO 80003-3218

Re: Renewal, Bid #5632

Dear Mr. Dan Laughlin:

The City of Fort Collins wishes to renew the option to purchase additional meters from the above captioned bid. Please renew for one additional year per the existing terms and conditions. The City of Fort Collins does not guarantee any minimum purchase as a result of this renewal agreement.

The term will be extended for one (1) additional year, September 26, 2002 through September 25, 2003.

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.

If you have any questions regarding this matter, please contact Opal Dick, Buyer, at 221-6778.

Sincerely,

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

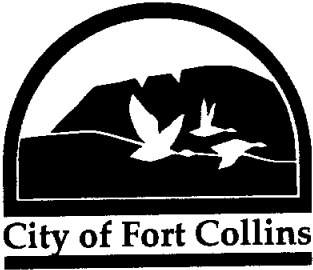
cc:

Signature

8-21-02

Date

(Please indicate your desire to renew Bid # 5632 by signing this letter and returning it to Purchasing Division within the next fifteen days.)



Administrative Services

Purchasing Division

August 7, 2002

Hotline Electrical Sales & Service
6120 W. 73RD Ave.
Arvada, CO 80003-3218

Re: Renewal, Bid #5632

Dear Mr. Dan Laughlin:

The City of Fort Collins wishes to renew the option to purchase additional meters from the above captioned bid. Please renew for one additional year per the existing terms and conditions. The City of Fort Collins does not guarantee any minimum purchase as a result of this renewal agreement.


The term will be extended for one (1) additional year, September 26, 2002 through September 25, 2003.

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.

If you have any questions regarding this matter, please contact Opal Dick, Buyer, at 221-6778.

Sincerely,


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

cc:

Signature

Date

(Please indicate your desire to renew Bid # 5632 by signing this letter and returning it to Purchasing Division within the next fifteen days.)