



Administrative Services  
Purchasing Division

October 29, 2004

Rousselle Enterprises, Inc.  
1508 Falls Ct.  
Loveland, CO 80528

Re: Service Agreement for Columbarium

I have enclosed 3 copies of documents regarding the above captioned matter. Please sign the three (3) copies of the agreement, and return all copies to me, along with a current copy of your insurance. After the signatures have been obtained, a copy of the agreement will be sent to you.

Please contact John Stephen, CPPO, Senior Buyer, at 970-221-6777 if you have questions.

Sincerely,

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

enc

JBO/jbe

To: Purchasing

From: Phil Carpenter, Cemetery Supervisor

Date: October 27, 2004

RE: Construction of Columbariums

The Grandview Cemetery wants to build two 48-niche columbariums. Rousselle Enterprises Inc out of Loveland, Colorado built the last three that were constructed. We would like to have the same company build our next two columbariums as he has done excellent work and is the only company in the area qualified to do the construction. The quote is well within our budget.