



Administrative Services

Purchasing Division

LETTER OF TRANSMITTAL

To: Ron Kechter, Facilities

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

Date: October 21, 2005

Re: Police Services Facility Project

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

JBO:cpj



Administrative Services
Purchasing Division

October 21, 2005

Brinkley Sargent Architects
Attn: Harold E. Sargent, AIA
5000 Quorum Suite 600
Dallas, TX 75254

RE: Police Services Facility Project

Dear Mr. Sargent:

Enclosed please find your copy of the signed documents and purchase order 5507079 for the above-mentioned matter.

Sincerely,

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

Encl: Agreement, Purchase Order

JBO:amm