




Financial Services
Purchasing Division
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LETTER OF TRANSMITTAL

To: Steve Mason, Assistant City Attorney
Darin Atteberry, City Manager
Wanda Krajicek, City Clerk

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

Date: May 10, 2010

Re: 7127 College/Harmony Intersection Improvements Federal Aid Project No. STU
M455-077

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 Manager.

The bidder received the award through the normal Bid process.

Darin, would you please sign the contract documents and forward them 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.