




Financial Services  
Purchasing Division  
215 N. Mason St. 2<sup>nd</sup> Floor  
PO Box 580  
Fort Collins, CO 80522  
970.221.6775  
970.221.6707- fax  
[fcgov.com/purchasing](http://fcgov.com/purchasing)

## LETTER OF TRANSMITTAL

To: Steve Mason, Assistant City Attorney  
Wanda Krajicek, City Clerk

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

Date: February 3, 2012

Re: 7310 JD Edwards EnterpriseOne Managed Services

Attached find three (3) sets each of contract documents from the second awarded bidder, regarding the above-mentioned matter. Would you approve as to form and forward to the City Clerk.

The bidder received the award through the RFP normal process.

Wanda, please call Purchasing, Jim will come over, sign and initial the contracts and have you attest his signature. Thanks.