




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: Ingrid Decker, Senior Assistant City Attorney ✓  
Wanda Nelson, City Clerk

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

Date: October 8, 2012

Re: Assignment of Video Security Agreement Relating to MAX BRT Project

Attached find one (1) set of contract documents regarding the above-mentioned matter. Since you are familiar with the MAX BRT project, would you approve as to form and forward to the City Clerk.


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



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### LETTER OF TRANSMITTAL

To: Ingrid Decker, Senior Assistant City Attorney ✓  
Wanda Nelson, City Clerk

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

Date: September 11, 2012

Re: Services Agreement for Facility Video Security System Phase III – MAX BRT  
Portion

Attached find one (1) set of contract documents from the awarded bidder, regarding the above-mentioned matter. Since you're familiar with this project already, would you approve as to form and forward to the City Clerk.

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