



Financial Services
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December 4, 2015

Varsity Facility Services
Mr. Barry Broome
3720 W. 72nd Ave.
Westminster, CO 80030

RE: Termination Notice – 7586 Carpet Maintenance

Mr. Barry Broome;

Pursuant to the terms of Service Agreement 7586 between the City and Varsity Facility Services dated as of March 1, 2014 (“Agreement”) the City notified you in October 8th, 2015 that the carpet maintenance occurring for the City has been unsatisfactory. Since that time the City’s Custodial Contract Administrator has tried to work with your staff to make process improvements to address carpet cleaning issues. There has not been sufficient progress since the original notification to warrant continuation of Varsity Facility Service’s cleaning of the City’s carpets.

Effective December 19, 2015, the City of Fort Collins is terminating the Carpet Cleaning Maintenance Contract.

If there are have any additional questions concerning this matter. Please contact via email Doug Clapp, Senior Buyer, CPPB – dclapp@fcgov.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gerry Paul".

Gerry S. Paul
Director of Purchasing