



Administrative Services

Purchasing Division

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MEMORANDUM

To: Loren Jones, Intern  
From: David M. Carey, C.P.M., Buyer *D.M.C.*  
Date: March 31, 2005  
Re: P984 Bike Month 2005 Marketing Coordinator

Enclosed for your evaluation and review is the proposal we received on the above captioned project. Proposal was submitted by:

Kathryn Erslev

If you have any questions, please contact me at ext. 2191.

DMC:cpj