

Ms. Rhonda Johnson



AUG 13 2004

cp. - Hand delivered

04-C-1460

CITY OF ATLANTA

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DEPARTMENT OF PROCUREMENT

Adam L. Smith, Esq.

Chief Procurement Officer

Shirley Franklin
Mayor

August 13, 2004

The Honorable Ceasar Mitchell
President, *Pro Tem*
Atlanta City Council
55 Trinity Avenue, Suite # 2900
Atlanta, Georgia 30303

Re: Department of Procurement Monthly Contracts Report

Dear President *Pro Tem* Mitchell:

Pursuant to § 2-1142 of the Atlanta City Code of Ordinances, I have attached for your review a copy of the July Monthly Contracts Report to the Atlanta City Council and Clerk of Council.

Pursuant to the requirements of § 2-1142, please note that the July Monthly Contracts Report comprises the titles of contracts and methods of selection, as well as those contracts authorized by the City Council with related dollar amounts. Where applicable, the Monthly Contracts Report will also include any emergency contracts, change orders or changes in scope to designated contracts.

Please let me know if you have any questions or need additional assistance.

Sincerely,

A handwritten signature in cursive script that reads "David Houze".

David Houze

Administrative Analyst

Attachment

cc: City Councilmembers (w/attachment)
Ms. Rhonda Johnson (w/attachment)
Mr. Adam L. Smith