



PURCHASING DEPARTMENT

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January 9, 2012

To: All City of Marietta Vendors

The City of Marietta and Marietta Board of Lights and Water want to thank all of our valued vendors and let all of you know how important you are to the overall stability you bring to the City. The City/BLW depends upon your services, products or goods.

However, there are times when we must advise and enforce changes in the way we conduct business with our vendors. Unfortunately this is one of those times. As some of you are aware we sent a similar letter in 2009. Since the economic environment has not improved The City will require all vendors to continue to maintain their 2009 pricing. The City/BLW will not accept price increases for products, services or goods in 2012.

Existing contracts (Blanket Purchase Orders) will be evaluated during their designated renewal time. Any proposed price increases may require a rebid of the goods or services provided. All professional service contracts are required to retain current 2009 pricing for the year 2012.

As the City enters 2012 we continue to function with our revenues stagnant or declining and know only with the assistance from our vendors can we cut or maintain expenses as much as possible during this difficult time.

Again, we appreciate each of you and look forward to more prosperous times.

Sincerely,

Nancy B. Cheshire
Purchasing Manager