

August 13, 2002

RE: FCCJ Bid No. _____

Dear _____:

This is to advise that the District Board of Trustees of Florida Community College at Jacksonville, at its _____ meeting, awarded contract _____ for _____ to your firm for the period _____ through _____. Please provide us with a current _____.

Sincerely,

Laurence I. Snell, C.P.I.M.
Associate Vice President of
Purchasing and Business Services

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cc: