



CITY OF PHILADELPHIA

PROCUREMENT DEPARTMENT

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WILLIAM F. GAMBLE

Procurement Commissioner

November 21, 2005

SUBJECT: Contract/Lease Renewals

Dear Member of the Vendor Community:

This is to inform you of changes to the City of Philadelphia's contracting process.

On November 8, changes to the Home Rule Charter that affect the City's contracting process were approved by the voters. One change is a requirement to post a report of contract and lease renewals and extensions on the City's official website, www.phila.gov, including identification of the City's contracting partner to each such document being renewed or extended. Therefore, the City of Philadelphia will begin posting information on the renewal or extension of all contracts and leases starting November 15th. These reports will list the City department that holds the contract, the vendor whose contract is being renewed, the start and end dates of the renewal term, the amount of the renewal, and the purpose of the contract.

If you have any questions regarding this change, please contact the Public Information Unit of the Procurement Department. The phone numbers are 215-686-4719/4720/4721.

A handwritten signature in black ink, appearing to read "Will F. Gamble".

William F. Gamble, Commissioner
Procurement Department