



INTER-OFFICE MEMORANDUM

July 19, 2012

To: Donald Riley, Purchasing

Fr:  Emmitt Stevenson, Budget Manager – Arts & Culture

Cc: Sylvia Culver-Aldridge, Interim Director – Arts & Culture
Sandra Ward, Wolf Creek Amphitheater Coordinator – Arts & Culture

Re: 12DR84316C-DR: Wolf Creek Amphitheater Production Services June 9, 2012

Donald,

Sandra Ward, Wolf Creek Coordinator, requests cancellation of quotation-12DR84316C-DR: Wolf Creek Amphitheater Production Services June 9, 2012. BlackLight Productions was selected based on lowest responsive quote.

Should you have any questions, do not hesitate to contact me on 22876 or Emmitt Stevenson on 28190.