



County of Jefferson

State of Missouri

Administration Center
729 Maple Street · PO Box 100
Hillsboro, Missouri 63050

Chuck Banks
Presiding Commissioner

Edward L. Kemp
1st District Commissioner

Patrick J. Lamping
2nd District Commissioner

DEPARTMENT OF ADMINISTRATION

Mark C. Abel - Director

Barbara Redecker
Human Resources Manager
797-5071 / Fax 797-5596

Telephone 636-797-6487 Fax 636-797-5067
Web Address: www.jeffcomo.org

Vickie Pratt
General Services/Contracts & Grants
Manager
797-5380 / Fax 797-5067

Long Elevator and Machine Company, Inc.
2211 Olive Street
St. Louis MO 63103

April 8, 2008

The County of Jefferson Missouri has awarded the bid for the purchase of:

ELEVATOR MAINTENANCE

Purchases will be made as requested.

The CONTRACT PURCHASE ORDER is #: **C08ELEVATORMAINT**
(This PO # must appear on ALL Invoices)

PURCHASES CAN BE MADE BY ALL COUNTY DEPARTMENTS.
ALL INVOICES MUST BE SUBMITTED TO THE REQUESTING DEPARTMENT.
ALL INVOICES MUST INDICATE THE CONTRACT PURCHASE ORDER NUMBER.

JEFFERSON COUNTY IS TAX EXEMPT: TAX ID NUMBER 12545597.

A handwritten signature in black ink that reads "Vickie S. Pratt".

Vickie S. Pratt
Department of Administration
(636) 797-5382