Mr. Sam Williams
Director
Atlanta Urban Corps
30 Courtland Street, N.E.
Atlanta, Georgia 30303

Dear Sam:

I am enclosing two copies each of the fully executed agreements with Carl Wiecke, Patrick Ntukogu, Roger Whedon, and the Georgia Institute of Technology (Roger Rupnow). These agreements provide for their services as Educational Advisors to your project.

You should retain one of the copies for your files and forward the other to the contractor. I am forwarding the original copy of each contract to the Director of Finance with a copy of this letter to be filed in the official contract file of the City. Concurrently, I am also forwarding to him four (4) miscellaneous requisitions for the first installment due under these agreements. I am asking him to prepare the checks and return them to me and I will advise you when they are ready.

Please note your records so that you will initiate a miscellaneous requisition for these checks in accordance with the due dates established in the agreements.

Very truly yours,

George J. Berry

Enclosures

Attachment

cc: Charles L. Davis

bbc: Urban Corps Project File bbc: GJB Correspondence File