

Council Meeting of
September 11, 2007

SUPPLEMENTAL MATERIAL

Honorable Mayor and Members
 of the City Council
 City Hall
 Torrance, California

Members of the Council:

SUBJECT: Supplemental Material to Council Agenda Item #12B

After publishing the item, it was noted that a scrivener's error occurred in Item 12 (Reports and Payments) section of the Request for Proposal. The section below includes the correct language as intended by staff.

12. Reports and Payments

Please submit a sample copy of the monthly sales/commission report. Include your procedure for verifying sales at individual locations. The report must include sales data for each vending machine.

The Contractor's office will generate this report monthly. The Contractor is responsible for gathering information for all commission reports.

Respectfully submitted,

LeROY J. JACKSON
 CITY MANAGER

By Aram Chaparyan
 Aram Chaparyan
 Assistant to the City Manager

LeRoy J. Jackson
 LeRoy J. Jackson
 City Manager