

October 18, 2010

Lisa Standerfer
Department of Procurement, Disbursements and Contract Services
Eastern Illinois University
1135 Old Main
600 Lincoln Avenue
Charleston, IL 61920

RECORDS REQUEST

Dear Ms. Standerfer:

Pursuant to the state open records act, I request copies of bid documents, vendor responses and correspondence relating to RFP BV006875. I agree to pay reasonable duplication fees for the processing of this request.

If my request is denied in whole or part, I ask that you justify all deletions by reference to specific exemptions of the act.

Thank you for your assistance.

Sincerely,



Wendy Barbour

RECEIVED

OCT 28 2010

GENERAL COUNSEL
Eastern Illinois University