



September 24, 2009

MGS00167

Hand delivered to Ron MacKAY on 9/24/09

Mr. Ron MacKAY
Alternate Concepts , Inc.
148 State Street, Suite 1100
Boston, MA 02109

**RE: LRT-07-073-TS – TRANSPORTATION SERVICES
OCTOBER, 2009 STAFF REDUCTIONS**

Dear Mr. MacKAY:

In accordance with the Changes Clause contained in the parties' contract, METRO hereby directs ACI to make the following adjustments to the current, approved staffing plan as follows:

- Eliminate the two presently vacated supervisory positions
- Eliminate the Manager of Transportation position
 - Option: Eliminate two additional supervisor positions
- Eliminate 4 Operator positions

The adjustments identified above must be completed no later than October 9, 2009. METRO will not honor or pay invoices for the reduced staff positions after that date.

You should direct any questions to Ray Abraham, METRO's Chief Transportation Officer at 602-652-5054.

Thank you in advance for your full and prompt cooperation.

Sincerely,

Ray Abraham
Chief Transportation Officer

cc: Rick Simonetta, Jay Harper, Mike Ladino, John McCormack,
Ruth DeMore, Larry Weeks, CPS File, Document Control File



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File Number: C4 - CONTRACTS & PROCUREMENT - 4.0.0 - Agency General - LRT-07-073-TS October, 2009 Staff Reductions