



January 23, 2008

JoAnn Adkins
State of West Virginia
Dept of Admin-Purchasing Div.
2019 Washington St East
Charleston WV 25305

Dear JoAnn:

Bid: CLRM08 Classroom Furniture Bid

NOTIFICATION OF NON-BIDDING

This is to provide notification that Spectrum Industries, Incorporated, located at 925 First Avenue, Chippewa Falls, Wisconsin 54729, is not submitting a bid on the items on Bid: CLRM08 Classroom Furniture Bid, to be opened on February 6, 2008.

Spectrum Industries is a manufacturer of modular classroom and technology workstations, office, and home computer furniture; we do not manufacture the type of items being bid in this bid. Please keep us on your vendor list, however, for future consideration for bidding of school computer and technology lab furniture.

Enclosed are brochures showing the products manufactured at Spectrum.
Thank you for giving us the opportunity to bid with the State of West Virginia.

Note: **Please verify that Spectrum's correspondence and mailing are addressed to:**

Spectrum Industries, Inc.
Theresa Thompson – Contracting Dept.
PO Box 400
Chippewa Falls, WI 54729-0400

All bids and other correspondence should be addressed to the corporate office. I would appreciate your assistance in making these changes.

Sincerely,

Theresa Thompson

Theresa Thompson
Contracting Specialist
Ph# 800-235-1262 Ext 2131 Fax# 800-335-0473
Email: tthompso@spectrumfurniture.com or quotes@spectrumfurniture.com

Enclosure(s): Spectrum Catalog and Price Guide