



**U.S. General Services Administration**

August 31, 2005

Mr. David Ehrlich, President  
The Track Group  
85 South Bragg Street  
Suite 301  
Alexandria, VA 22312

Dear David:

The first ever Contract Management National Training Conference, held in Nashville earlier this month, was a tremendous success -- and that success was in large part a result of the planning, assistance, coordination and follow-up provided by your firm, the Track Group.

From our very first meeting you firm provided professional, willing and able assistance to my staff in the planning and fulfillment of the purposes of the conference. Your staff provided well informed and practical suggestions and strategies to accomplish our requirements, agendas and successful outcomes. The support you provided in all phases of the project was phenomenal...and withing budget! We could not have done it without you.

Please relay my thanks to your entire staff and support team. I am especially grateful to Alan Minton, Denise Peterson and Justin Jacobs for the wonderful assistance they provided during the entire six months of our association.

Thank you for ensuring that our first Contract Management National Training Conference was a total success.

Sincerely,

A handwritten signature in black ink that reads "Jeffrey A. Koses".

Jeffrey A. Koses  
Director, Contract Management Center  
Office of Acquisition Management