COCONUT CREEK
BUTTERFLY CAPITAL OF THE WORLD®

FINANCE AND ADMINISTRATIVE SERVICES
4800 WEST COPANS ROAD
COCONUT CREEK, FL 33063

KAREN M. BROOKS
DEPUTY CITY MANAGER / CFO

July 25, 2018

CERTIFIED RETURN RECEIPT

Mr. Michael Garcia
Elan Lawn & Landscape Services, Inc.
800 Ponciana Dr.
Pembroke Pines, FL 33025
office@elanlawn.com

Re: Contract Extension No. 1
Landscape Maintenance Services – Facilities & Parks
RFP No. 08-27-14-10

Dear Mr. Garcia:

The initial contract period for the referenced project expires on September 30, 2018. Under the terms and conditions of the contract, the City would like to exercise its option to extend this contract for an additional one (1) year term. This would constitute the first of two possible extensions. If it is accepted and approved, it will begin October 1, 2018 and expire on September 30, 2019.

Please advise if a renewal of our current contract is acceptable to your company. Kindly indicate the appropriate information below and return this letter to my attention no later than 5 p.m. EST, Thursday, August 2, 2018. Failure to respond will be deemed as evidence that your firm is no longer interested in requesting its option to renew this contract.

NOTE: The Performance Security Bond expires on October 1, 2018, please submit a current one with your renewal.

On behalf of the City of Coconut Creek, we look forward to continuing our long and successful business association with your company. Should you have any questions concerning this letter, please contact me at 954-956-1584.

Sincerely,

Lorie Messer

LORIE MESSER, CTCM
Purchasing Analyst
lmesser@coconutcreek.net

cc: Jim Berkman, Public Works Director
John Tetteris, Public Works Supervisor

✓ Yes, I hereby agree to a 1-YR extension of the contract.

____ No, I am unable to provide a 1-YR extension of the contract for the following reason(s):

_____

MICHAEL GARCIA. — Name (print)

Signature

09/25/18 — Date