



**KAREN M. BROOKS
DEPARTMENT DIRECTOR**

January 15, 2019

CERTIFIED RETURN RECEIPT

Dodie Keith-Lazowick, P.L.S.
Keith and Associates, Inc.
301 East Atlantic Boulevard
Pompano Beach, FL 33060

Re: Contract Extension No. 2
General Professional Engineering Services
RFQ No. 11-19-14-10

Dear Ms. Keith-Lazowick:

The initial contract period for the referenced project expires on January 31, 2019. 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 second of two possible extensions. If it is accepted and approved, it will begin February 1, 2019 and expire on January 31, 2020.

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, Wednesday, January 23, 2019. Failure to respond will be deemed as evidence that your firm is no longer interested in requesting its option to renew this contract.

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 954-956-1524.

Sincerely,

SHENISE TRUESDELL
Purchasing Analyst
struesdell@coconutcreek.net

.....
 Yes, I hereby agree to a one-year extension of the contract.
 No, I am unable to provide a one-year extension of the contract for the following reason(s):

Alex Lazowick, EVP
Name (print)

[Signature]
Signature

1/16/19
Date