



**PETA-GAY LAKE
DEPARTMENT DIRECTOR**

October 30, 2019

SENT ELECTRONICALLY VIA EMAIL

Chris P. Zimmerman, President
CPZ Architects, Inc.
4316 W. Broward Blvd.
Plantation, FL 33316
Chris@cpzarchitects.com

Re: Contract Extension No. 1
Architecture, Landscape Architectural and Urban Design Services
RFP No. 08-24-16-11

Dear Mr. Zimmerman:

The initial contract period for the referenced project expires on December 7, 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 first of two possible extensions. If it is accepted and approved, it will begin December 8, 2019 and expire on December 7, 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, November 13, 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 954-956-1584.

Sincerely,

LORIE MESSER, CTCM
Purchasing Analyst
lmesser@coconutcreek.net

cc: Sheila Rose, Director of Sustainable Development
Jim Berkman, Director of Public Works

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Yes, I hereby agree to a 1-year extension of the contract.
 No, I am unable to provide a 1-year extension of the contract for the following reason(s):

CHRIS P. ZIMMERMAN
Name (print)

Signature

10-30-19
Date