



FINANCE AND ADMINISTRATION SERVICES

LINDA JEETHAN
PROCUREMENT MANAGER

January 8, 2025

WGI Inc.
3230 W. Commercial Blvd., Suite 300
Fort Lauderdale, FL 33309
Attn: Kristen Nowicki
Kristen.nowicki@wginc.com

Re: Architecture, Landscape Architecture, Planning and Urban Design Services
RFQ No. 10-06-21-11
Renewal No. 1 of 2

Dear Ms. Nowicki:

The renewal contract period for the referenced service will expire on January 17, 2025. 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 (2) possible extensions. The renewal of this contract is contingent upon compliance with current Certificates of insurance requirements as applicable. If it is accepted and approved, it will begin in January 18, 2025 and expire on January 17, 2026.

Please advise if a renewal of our current contract is acceptable to your firm. Kindly indicate the appropriate information below and return this letter to my attention via email.

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

Sincerely,

Lorie Messer

Procurement Analyst
Lmesser@coconutcreek.net



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

Angela Biagi
Name (print)

Signature

1/8/2025
Date