



CITY OF DELRAY BEACH
PURCHASING AND CONTRACT ADMINISTRATION DIVISION
100 N.W. 1ST AVENUE • DELRAY BEACH • FLORIDA 33444



November 1, 2023

Cintas Corporation No. 2
6800 Cintas Blvd.
Mason, Ohio, 45040
Attn: John Brown – General Manager
Via email to: BrownJ4@cintas.com

REFERENCE: Renewal of P2019-036 Facilities Management Products and Solutions

Dear Mr. Brown:

The City of Delray Beach has enjoyed the working relationship we have developed with your firm. It has been a pleasure working with you and your team and we look forward to continuing that relationship.

The subject Contract expired on October 31, 2023.

In accordance with the terms and conditions of the subject Contract, the Contract, by mutual consent of the parties, maybe renewed for an additional two (2) years. The City would like to exercise the option to renew this Contract an additional two (2) year, effective November 1, 2023, at the existing terms and conditions.

Please indicate your consent to renew this Contract by having an officer of the firm execute the acceptance portion below and returning this letter by email to: Casetra Thompson at thompsonc@mydelraybeach.com on or by November 1, 2023.

Upon execution below by your firm's authorized representative, this letter will be your official notice that the contract has been extended for the current term and no additional documentation will be required. Please be sure that any required Insurance Certificates are up to date and attached to your response.

Thank you for your immediate attention to this matter.

Sincerely,

Casetra Thompson

Casetra Thompson
Contracts Administrator

Peggy Cadeaux
Purchasing Manager

Renewal of P2019-036 Facilities Management Products and Solutions
November 1, 2023

ACCEPTANCE

By: _____

Official Signature

John Brown / General Manager

Name

Title

11-16-2023

Date

PLEASE CHECK ONE BOX:

☒ Yes, we agree to renew the Agreement.

☐ No, we do not agree to renew the Agreement. Comments: _____

Cc: Public Works Department

Original Contract: RFP No. R-BB-19002 Facilities Management Products and Solutions