



CITY OF DELRAY BEACH
100 NW 1st AVENUE, DELRAY BEACH, FL 33444

VIA US MAIL AND EMAIL

July 29, 2016

Mr. Daniel Alonso, Contract Administrator
Macmillan Oil Company, LLC
2955 East 11th Avenue
Hialeah, FL 33013

Mr. Alonso:

This letter serves as the official thirty day notice of termination of the Agreement for Bulk Fuel, Gasoline and Diesel between the City of Delray Beach and Macmillan Oil Company that was approved by City Commission on June 21, 2016, subject to City Commission approval of the termination.

The Agreement has provisional language for termination for convenience by the Commission that will be effective on the termination date stated in written notice provided by City.

Written notice of termination is hereby provided to Macmillan Oil Company on July 29, 2016. The Agreement will terminate at 11:59 P.M., ET, on August 29, 2016. Under the terms of the Agreement, Macmillan Oil Company will be paid for all services properly performed under the Agreement through the termination date.

Should you have any questions, you may contact me via email at webbt@mydelraybeach.com.

Sincerely,

Theresa Webb, CPPO, CPPB, CPSM, C.P.M.
Chief Purchasing Officer
City of Delray Beach