

CITY OF DELRAY BEACH
SERVICE AUTHORIZATION
For
CONTINUING CONSULTING SERVICES

DATE: _____

CONSULTANT NAME: _____

SERVICE AUTHORIZATION NUMBER: _____ FOR ENGINEERING CONSULTING SERVICES

CITY PROJECT NUMBER: _____

This Service Authorization, when executed, shall be incorporated in, and shall become an integral part of Contract No. RFQ 2025-011 entitled "Agreement for Continuing Consulting Services (CCNA)", dated _____ 2025.

PROJECT TITLE: _____

I. PROJECT DESCRIPTION

{consultant to enter project description}

II. SCOPE OF SERVICES

{consultant to enter scope of services}

III. COMPENSATION

{consultant to enter compensation}

IV. COMPLETION DATE

{consultant to enter completion date}

V. DELIVERABLES

{consultant to enter deliverable}

IN WITNESS WHEREOF, the City and the Consultant executed this Service Authorization as of the day and year first above written.

CONSULTANT

By: _____

Print Name: _____

Title: _____

(SEAL)

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20__, by _____ (name of person), as _____ (type of authority) for _____ (name of party on behalf of whom instrument was executed).

Personally known ____ OR Produced Identification ____

Type of Identification Produced _____

Notary Public – State of _____