



CITY OF PARKLAND

Purchasing Department
6600 University Drive
Parkland, Florida 33067
Office (954) 757-4177 • Fax: (954) 341-5161
www.cityofparkland.org

August 13, 2025

Ms. Sharron R. Cook
Waterfield Florida Staffing, LLC
6555 N. Powerline Road #306
Fort Lauderdale, Florida 33309

Subject: Contract Renewal # 2022-09 School Crossing Guard Services

Dear Ms. Cook:

The above referenced contract for School Crossing Guard Services will expire on November 21, 2025. The purpose of this letter is to determine your desire to renew the contract with the City under the same pricing, terms and conditions contained in the existing contract.

Please indicate below by checking the appropriate box and signing in the space provided. Return it to the Purchasing Department. Please be sure any required insurance, certificates/licenses, or other requested forms are current and attached to your response.

The signature must be from an authorized representative or officer authorized to bind your firm. Your response should be received by the Purchasing Department no later than seven (7) business days from the date of this letter. Failure to respond will be deemed as tacit evidence that your firm is not interested in renewing this contract. Please be aware that if a vendor enters into a contract with the City of Parkland and then requests cancellation, the vendor may be debarred from further business with the City of Parkland for a period generally not to exceed three (3) years. This action may be invoked if the contract is renewed, and your company subsequently fails to perform without sufficient and just cause.

Check One:

☒ Yes. We agree to renew the current contract under the Terms and Conditions as indicated above.

☐ No. We do not wish to enter into a contract renewal.

Upon receipt of this notice, and any required documentation, the City will review and return a fully signed copy of this letter which will serve as the official renewal documentation.

Sincerely,


Purchasing
City of Parkland

Date

8/15/25


Vendor Signature

Date

8-14-2025

TO BE COMPLETED BY CITY: Contract renewed through November 21, 2026