



VIA US MAIL AND EMAIL

September 9, 2016

Craig Goldstein, President  
Westway Towing, Inc.  
3681 West Oakland Park Blvd.  
Lauderdale Lakes, FL 33311

Mr. Goldstein:

As a follow up to the email notification that was provided this letter serves as the official thirty day notice of termination of the Agreement for BID 2015-061 Vehicle Towing and Storage Services between the City of Delray Beach and Westway Towing, Inc. The current tow rotation schedule for BID 2015-061 has been included for the remainder of the services to be carried out.

9/4/2016	Priority
9/1/2016	Becks
9/18/2016	Westway
9/25/2016	Priority
10/2/2016	Becks
10/9/2016	Westway

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, which termination date shall be not less than thirty (30) days after the date of such written notice.

Written thirty day notice of termination is hereby provided to Westway Towing Inc. on September 9, 2016. The Agreement will terminate at 11:59 P.M., ET, on October 09, 2016. Under the terms of the Agreement, Westway Towing, Inc., I 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](mailto:webbt@mydelraybeach.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Theresa Webb", written in a cursive style.

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