



November 3, 2016

VIA EMAIL AND U.S. MAIL

Phillip L. Kroyman, Jr.
Universal Electric of Florida, Inc.
6784 NW 17 Avenue
Ft Lauderdale, FL 33309

Subj: Notice of Administrative Error with Electrical Services and Repairs Agreement

Mr. Kroyman, Jr.,

On November 3, 2016 the City found an administrative error with the Electrical Services and Repairs Agreement between the City and Universal Electric of Florida, Inc. After further review, the City has found that the above referenced agreement and several related documents, including but not limited to the agreement cover letter, state an incorrect agreement term start date of January 21, 2014. The correct agreement term start date is January 21, 2015.

If you have any questions, please contact me at lingholm@mydelraybeach.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Lingholm", is written over a horizontal line.

Ryan Lingholm, Buyer

Cc: Environmental Services
2014-42 Digital Folder