



VIA EMAIL

December 21, 2016

United States Service Industries, Inc. (USSI)  
Attn: Danna Hewick, VP of Business Development  
4330 East-West Hwy, Suite 200  
Bethesda, MD 20814

Subj: Renewal of Agreement for Bid #2015-07 Janitorial Services – City of Delray Beach Facilities

Ms. Hewick;

On March 31, 2015 an agreement was awarded to United States Service Industries, Inc. to provide a full range of Janitorial Services to a variety of City facilities. This agreement will expire on March 30, 2017. The agreement includes provisions for renewal options. The City is interested in exercising a two-year renewal, subject to Commission approval. The renewal would extend the expiration through March 30, 2019.

Please provide your concurrence to this renewal request in the section below. Submit your response to my attention by January 10, 2017. If you have any questions, please contact me at [hidalgoj@mydelraybeach.com](mailto:hidalgoj@mydelraybeach.com).

Sincerely,



Jose Luis Hidalgo, Purchasing Agent

Cc: Mr. Clayton Gilbert, Environmental Services Department  
Purchasing Department file

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We agree to the two-year renewal of the above referenced agreement under the same terms and conditions

☒ Agree to the renewal

☐ Do not agree to the renewal (Comments: \_\_\_\_\_)

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Signature

VICE PRESIDENT, BUSINESS DEVELOPMENT 12-27-16  
Title date