



CITY OF TALLAHASSEE

7/5/2023

VIA EMAIL: Josh@eliroberts.com

ATTN: Josh Roberts
Eli Roberts & Sons
2195 Lake Bradford Rd
Tallahassee FL 32310

Re: Extension of Contract No.4258
IFB-034-18-KM-BC, Bulk Automotive Oils/Fluids for the Maintenance and Repair of Fleet Equipment

Mr. Roberts,

The above referenced contract is set to expire August 1, 2023. As such, this letter serves as the City of Tallahassee's formal notice to extend the above referenced contract through August 1, 2026. This is the first extension permitted under this contract.

Per City records, your certificate of insurance (COI) is not current - April 1, 2020. Please be advised your firm is NOT permitted to render services to the City of Tallahassee without the required insurance coverage for the remainder of the extension period. Be sure to include the contract number on the COI for reference purposes. NOTE: PER THE CONTRACT TERMS THE CITY OF TALLAHASSEE MUST BE NAMED AN ADDITIONAL INSURED ON THE COI. The COI may be

faxed to (850) 891-8177;
emailed to Cindy.Dickinson@talgov.com; or
mailed to: Treasurer Clerk Office/Contracts Division, 300 S. Adams Street, Mail Box A-31, Tallahassee, FL 32301.

Please indicate your firm's acceptance of this extension by signing and returning via AdobeSign. Unless specifically amended, all other terms and conditions of the aforementioned contract remain the same and continue in full force and effect. Should you have any questions please contact Veronica McCrackin at Veronica.McCrackin@talgov.com, or telephone 850-891-8665.

Sincerely,

[Handwritten signature]

Veronica McCrackin
Director for Procurement Services

ACCEPTANCE OF CONTRACT EXTENSION

Name (Typed or Printed) Josh roberts
Signature [Handwritten signature]
Date 07/10/2023