

October 2, 2017

Steve Joplin
City of Gainesville
405 NW 39th Avenue
Gainesville, Florida 32609
Telephone: (352) 334-5070

RE: Work Squad Contract #WS942, AMD#1

Dear Mr. Joplin:

Attached for signature is original in PDF format of Work Squad Contract #WS942, AMD#1 between the Department of Corrections and your organization. This Amendment will begin on the December 16, 2017 or the last date of signature by all parties, whichever is later and will end on December 15, 2020.

To provide a seamless transition in contracting, **please print two (2) copies of the attached** original work squad contract amendment and have **the two (2) originals signed and returned to this office, via Express Mail, as soon as possible.** Once the Work Squad Contract Amendment has been executed by the Department, one (1) executed original of the Work Squad Contract Amendment will be returned to you by Express Mail.

The address to return the Contract via express mail is: Florida Department of Corrections
Bureau of Procurement
Attention: Mrs. Cristy Martin
501 South Calhoun Street
Tallahassee, Florida 32399-2500

As a reminder, please be advised:

- to include the Work Squad Contract number (WS942) on all associated invoices and correspondence;
- that changes to the scope of services or changes in pricing cannot be made except through a formal Contract amendment, executed by both parties, and issued by this office;
- that services may not be provided after the expiration date unless the Work Squad Contract has been renewed or extended through a formal renewal/extension, executed by both parties and issued by this office; and
- invoices may be submitted after the expiration date for services properly provided up to and including the expiration date of the Work Squad Contract.

If there are any questions, please call me at (850) 717-3661.

Sincerely,

Mrs. Cristy Martin
Mrs. Cristy Martin
Purchasing Analyst

Enclosure