



City Commission

Mayor Joanne Simone
Vice Mayor Tommy Ruzzano
Joyce W. Bryan
Lesa Peerman
Frank B. Talerico

City Manager

Douglas E. Smith

City Attorney

Eugene M. Steinfeld

City Clerk

Joseph J. Kavanagh

August 12, 2015

Mr. Bill Lewis, Regional Vice President
TPH Acquisition LLLP d/b/a The Parts House
10321 Fortune Parkway
Jacksonville, FL 32256

Dear Mr. Lewis

Reference: Auto Parts Agreement – RFP 2011-005

The above referenced contract expires August 23, 2015. As you are aware, all available renewals under the terms of the agreement have been exercised.

The City of Margate is currently evaluating our future auto parts needs. After a thorough assessment of those needs is completed, we will release a new competitive solicitation for auto parts that will be aimed at meeting those specific needs long-term. However, drafting and releasing the new solicitation will take more time than there is remaining on the existing agreement. It is for that reason, we request that The Parts House grant the City a temporary contract extension, at the same terms and conditions set forth in the current agreement, through December 31, 2015, or until a new agreement is awarded; whichever date is first.

If you concur with the extension, please indicate by signing, dating and returning this letter to my attention, via fax at (954) 935-5258 or by email to sshambray@margatefl.com. The executed letter will be presented as backup on the City Commission agenda when the Commission is asked to consider and approve the temporary contract extension.

Thank you in advance for your willingness to work with the City in this regard.

Sincerely,

Spencer L. Shambray
Purchasing Supervisor

Authorized The Parts House Representative:

Signature: _____

Date: _____

Name (printed): _____

Title: _____

cc: City Attorney

Finance Department

5790 Margate Boulevard, Margate, FL 33063 • Phone: (954) 972-6454 • Fax: (954) 935-5258
www.margatefl.com • finance@margatefl.com