



March 28, 2024

Contract Number: 12370-206-4

NOTICE FOR: Jessica Joselyn
Kittelson & Associates, Inc.
200 SW 1 Ave. Ste. 1070
Fort Lauderdale, Fl. 33301

FROM: Mitxi Sanchez
290 NE 3rd Avenue
Fort Lauderdale, FL 33301

SUBJECT: Project Number 12879, City Hall Parking Garage
Notice to Proceed for **DESIGN**

1. This is your Notice to Proceed with work under Task Order number 19. This Notice to Proceed is effective March 28, 2024, and all work shall be completed by **July 30, 2024**.
2. Note that neither the time for completion, nor the maximum amount of the contract shall be exceeded without prior approval of the City's Project Manager, and without written approval in the form of a modified purchase order and change order.
3. Please reference Purchase Order Number **7825** on all your invoices and correspondence to this notice.
4. The City's Project Manager for this project will be Mitxi Sanchez, Project Manager I. Please direct all communications to Mitxi Sanchez, at (954) 828-3722, or at MSanchez@fortlauderdale.gov.

Sincerely,

Kristin Thompson
Division Manager

c:

Ben Rogers, Transportation and Mobility Director