

ADMINISTRATION

Kristine Tallent
Assistant City Administrator/CFO
Finance & Administration



Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

March 25, 2019

Mr. Ian Morrison, Project Manager
Hach Company
5600 Lindbergh Drive
Loveland, CO 80538

**HISTORIC
FRANKLIN
TENNESSEE**

(sent via e-mail to imorriso@hach.com)

Re: City of Franklin Purchasing Office solicitation no. 2015-013
(wastewater and stormwater flow monitoring services);
City of Franklin contract no. 2015-0035;
second option to extend term of service; notice of intent to exercise

Dear Mr. Morrison:

The City of Franklin seeks to exercise the second of two options to extend the term of service with Hach Company for the purchase referenced above.

As you recall, the effective date of the award was March 10, 2015. In accordance with the referenced solicitation, the term of this award was to be for three (3) years from the execution date of the agreement but at any time after commencement but before or as soon as practicable after the expiration of this term of award, the City and the vendor awarded the contract may, by mutual consent, exercise an option to extend the term of service twice, each time for up to one (1) additional year, provided: (a) that both parties consent to such an extension at that time; (b) that the decision to exercise such an extension is memorialized in writing and is executed by authorized representatives of each party; (c) that the same terms and conditions that apply to the original term of award shall also apply to such an extension, including pricing; and (d) that if the vendor chooses not to consent to an extension to the term of award, then it shall notify the City of that decision a minimum of six (6) months in advance of the scheduled expiration of the term of award. Note that the City and the vendor awarded the contract each retain the non-exclusive right, with or without cause, not to extend the term of service.

Please accept this letter as the City's notice of its intent to exercise this second option to extend the term of service, effective March 10, 2019 and through March 9, 2020. If Hach Company consents to this extension, please:

- so indicate by signing below and returning this letter to me; and
- update the City's file by providing, by April 15, 2019, the City with one or more certificates of insurance for current coverage that meets or exceeds the City's insurance requirements as indicated or referenced in the procurement agreement / contract pertaining to this procurement.


On behalf of the City of Franklin, thank you for your interest in continuing to do business with the City. Please let me know if you have any questions or concerns.

Sincerely,


Brian W. Wilcox
Purchasing Manager
615/550-6614
brianw@franklintn.gov

cc: Michelle Hatcher, Assistant Director, City of Franklin Water Management
Brian Goodwin, Assistant Director, City of Franklin Water Management
Suzanne Ward, Purchasing Analyst, City of Franklin Purchasing

Option to extend term of service through March 9, 2020 accepted by Hach Company:


Signature of vendor's authorized representative


Title of vendor's authorized representative


Date