



December 5, 2023

ERMC Aviation LLC
Danny Pena
6020 Shallowford Rd, Ste 108
Chattanooga, TN 37421-7226

TERM CONTRACT #**21070A**

Dear Vendor:

This is to inform you that Palm Beach County Board of County Commissioners ("County") is entering into a Term Contract with your company for MAINTENANCE OF AIRPORT FACILITIES AND SYSTEMS based on:

EXTENSION OF CONTRACT based on SOLICITATION #21-070/CC.

The term of this contract is extended through 02/05/2024, and has an estimated dollar value of \$1,474,392.16.

If applicable, Vendor shall maintain all insurance coverage(s) throughout the entire term of the contract, including any renewals or extensions thereof.

County User Departments will issue individual "Delivery Orders" against this contract as your authorization to deliver. The original invoice must be sent to the address on the Delivery Order ("DO") and must reference the DO number (e.g., DO 680 XY030305000000001111). A copy of the invoice may be sent to the County User Department. Invoices submitted on carbon paper shall not be accepted. In order for the County to make payment, the Vendor's Legal Name; Vendor's Address; and Vendor's TIN/FEIN Number on the Vendor's bid/quote/response must be exactly the same as it appears on the invoice and in the County's VSS system that can be accessed at <https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService>. Failure to comply with the foregoing may result in a delay in processing payment.

If you have any questions, please contact David Juhe_ at [djuhe1 @pbcgov.org](mailto:djuhe1@pbcgov.org) or (561) 616-6826.

Sincerely,

Melody Thelwell
Director

c: Airports
File

Purchasing Department
50 South Military Trail, Suite 110
West Palm Beach, FL 33415-3199
(561) 616-6800
FAX: (561) 242-6744
www.pbcgov.com/purchasing

**Palm Beach County
Board of County
Commissioners**

- Gregg K. Weiss, Mayor
- Maria Sachs, Vice Mayor
- Maria G. Marino
- Michael A. Barnett
- Marci Woodward
- Sara Baxter
- Mack Bernard

County Administrator

Verdenia C. Baker

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