

ITEM 4 EXHIBIT D - REQUEST TO EXTEND CONTRACT ONE YEAR

Heather Melton

From: Ida Worth <idaworth@rossmorganco.com>
Sent: Thursday, September 10, 2020 10:35 AM
To: Heather Melton; Fedra Tamaddon
Subject: RE: CPE - Contract

Fedra and I spoke and would like for you to see if the Venco contract can be extended at this time in light of the current situation.

Thanks much, Heather.

Ida Worth, CMCA, AMS
Community Association Manager
Vice President / General Manager

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From: Heather Melton [mailto:hmelton@cityofcalabasas.com]
Sent: Tuesday, September 01, 2020 11:51 AM
To: Ida Worth <idaworth@rossmorganco.com>; Fedra Tamaddon <fedratam@gmail.com>
Subject: CPE - Contract

Hello Ida

Sorry to bother you. The contract for landscape maintenance with Venco Western will be expiring on September 30th 2020. We did the extension because of the Covid-19, however who would of thought it would still be occurring. Since I cannot do large meetings we can still take it out to bid and contractors will need to send in their questions and the City will address them the best we can. We have the maps and we would just do a more informal meeting with no drive through. Contractors will have to do view the areas independently. Or, we can do another extension (if Venco agrees) and hope this ends so a formal drive-through bidding process can be done. Let me know your thoughts.

Thank you
Heather
City of Calabassa