



**Construction Management Division**

115 S Andrews Avenue, Room A550 • Fort Lauderdale, Florida 33301 • 954-357-6419 • FAX 954-357-6411

April 24, 2018

**Adolfo Cotilla Jr., AIA, President**

ACAI Associates, Inc.  
2937 West Cypress Creek Road, Suite 200  
Fort Lauderdale, FL 33309

**Re:** Board of County Commissioners' Action  
Agreement for Consulting Services for Main Jail Window Replacement Project  
RFP No. Q1235706P1

Mr. Cotilla,

Pursuant Article 10, section 10.2 and 10.12 of your Agreement with Broward County for subject project, please be advised that an agenda item concerning the disposition of that Agreement will be considered by the Broward County Board of County Commissioners in the near future.

Upon receipt of this letter, your firm is directed to refrain from performing further services or incurring additional expenses regarding this project. There will be further instructions on the disposition of documents and project materials, once the item is decided.

Sincerely,

A handwritten signature in blue ink that reads "Ariadna Musarra".

Ariadna Musarra, AIA, LEED BC+D  
Director/County Architect  
Contract Administrator

**Copies:**

- Bertha Henry, County Administrator
- Alphonso Jefferson Jr., Assistant County Administrator
- Tom Hutka, Director, Public Works Department
- Steve Hammond, Assistant Director, Public Works Department
- Mike Kerr, Deputy County Attorney
- Jeff Thompson, Assistant Director
- Juan Catusus, Construction Project Management Supervisor
- Scott Campbell, Director, Facilities Management Division
- Brenda Billingsley, Director, Purchasing Division
- Glenn Miller, Assistant County Attorney

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