

{Insert on County Commission Letterhead}

October 21, 2025

LaBella Associates, D.P.C.
ATTN: Daniel Hill, SE Regional Engineering Manager
400 S Tryon Street, Suite 1300
Charlotte, North Carolina 28285

RE: Sixty-Day Extension of Professional Services Agreement

Dear Mr. Hill:

Consistent with terms of the Professional Services Agreement made the third day of October 2023, between LaBella Associates, D.P.C. and the Baldwin County Commission, please accept this correspondence as notice of the extension of the Professional Services Agreement with LaBella Associates, D.P.C. for architectural and design services related to the ventilation system improvements for the Foley Satellite Courthouse, for sixty (60) days, continuing from November 5, 2025, and ending on January 4, 2026, under the same terms and conditions as the existing executed Agreement.

We appreciate your consideration in this matter. If you need any additional information regarding this requested Agreement extension, please contact Brian L. Underwood, Grants Director, at (251) 937-0264.

Sincerely,

MATTHEW P. MCKENZIE, Chairman
Baldwin County Commission

MPM/bga Item CN3

cc: Roger H. Rendleman
Brian L. Underwood
Katrina Taylor
Tara Hazelbaker
Aislinn Stone
Christie Davis
Wanda Gautney