



Kevin Ruane  
*District One*

August 16, 2024

Cecil L. Pendergrass  
*District Two*

Ray Sandelli  
*District Three*

Brian Hamman  
*District Four*

Mike Greenwell  
*District Five*

Dave Harner  
*County Manager*

Richard Wesch  
*County Attorney*

Donna Marie Collins  
*County Hearing Examiner*

Mr. Brian Katers  
Promotional Designs, Inc.  
2280 S. Ashland Ave  
Green Bay, WI 54304

SUBJECT: Renewal of Annual Contract No. B210356MIF  
Apparel for Lee County

Dear Mr. Katers:

This is to inform you that Lee County agrees to renew the above subject contract for an additional three (3) year period, from 2/1/25 through 1/31/28.

We are hereby extending the annual contract for an additional three-year period under the same terms and conditions as the original award.

If you have any questions regarding this letter, please contact me at (239) 533-8871.

Sincerely,

*Kimberly Urban*

Kimberly Urban  
Contracts Analyst  
Procurement Management Division

C: Project File



Lee County  
Southwest Florida

Kevin Ruane  
District One

July 7, 2024

239-533-8871

Cecil L. Pendergrass  
District Two

Mr. Brian Katers  
Promotional Designs, Inc.  
2280 S. Ashland Ave  
Green Bay, WI 54304

Ray Sandelli  
District Three

Brian Hamman  
District Four

Mike Greenwell  
District Five

Subject: Renewal of Annual Contract B210356MIF  
Apparel for Lee County

Dave Harner  
County Manager

Dear Mr. Katers:

Richard Wesch  
County Attorney

The above-referenced annual contract will expire on January 31, 2025, unless renewed. Lee County is requesting that this annual contract be renewed for an additional three-year period (2/1/25 – 1/31/28). Therefore, we are requesting that you choose one of the following options and return this letter to Lee County Procurement Management, Attn: Kimberly Urban, P.O. Box 398, Ft. Myers, FL 33902-0398, (Fax: 239-485-8383 or email [kurban@leegov.com](mailto:kurban@leegov.com)), within 15 calendar days from receipt. Failure to return by July 24, 2024, may, at the County's sole discretion, result in contract cancellation and/or rebid of solicitation.

Donna Marie Collins  
County Hearing Examiner

BK ✓

a. I want to continue performing under this annual contract for an additional three-year period under the same terms and conditions as agreed upon in the above-referenced quotation.

*As a condition of this renewal, the vendor agrees to provide Lee County with an updated insurance certificate upon expiration of the original certificate on file with the County.*

b. I am not interested in extending this contract for an additional three-year period. Why? \_\_\_\_\_

Vendor:

Lee County:

Brian Katers

Mary [Signature]

Signature

Signature of Authorized Official

President

Procurement Management Director

Title

Title

7-15-2024

8/9/2024

Date

Date

P.O. Box 398, Fort Myers, Florida 33902-0398 Phone: (239) 533-2111  
www.leegov.com

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