



Kevin Ruane
District One

March 13, 2025

Cecil L. Pendergrass
District Two

David Mulicka
District Three

Brian Hamman
District Four

Mike Greenwell
District Five

Dave Harner, II
County Manager

Richard Wesch
County Attorney

Donna Marie Collins
County Hearing Examiner

Ms. Michelle Martin
Risk Management Associates, Inc.
300 North Beach Street
Daytona Beach, FL 32114

SUBJECT: Renewal of Annual Contract No. RFP220125CJV
Insurance Broker/Agent: All Lines

Dear Ms. Martin:

This is to inform you that Lee County agrees to renew the above subject contract for an additional three (3) year period, from 8/16/25 through 8/15/28.

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

February 14, 2025

239-533-8871

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District Two

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Risk Management Associates, Inc.
300 North Beach Street
Daytona Beach, FL 32114

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Subject: Renewal of Annual Contract RFP220125CJV
Insurance Broker/Agent: All Lines

Dave Harner, II
County Manager

Richard Wm. Wesch
County Attorney

Dear Ms. Martin:

Donna Marie Collins
County Hearing Examiner

The above-referenced annual contract will expire on August 15, 2025, unless renewed. Lee County is requesting that this annual contract be renewed for an additional three-year period (8/16/25 – 8/15/28). 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), within 15 calendar days from receipt. Failure to return by February 28, 2025, may, at the County's sole discretion, result in contract cancellation and/or rebid of solicitation.

 X 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 project.

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? _____

Each individual signing this Agreement directly and expressly warrants that he/she has been given and has received and accepted authority to sign and execute the Agreement on behalf of the party for whom it is indicated he/she has signed, and further has been expressly given and received and accepted authority to enter into a binding agreement on behalf of such party with respect to the matters contained herein and as stated herein.

Vendor: Risk Management Associates, Inc.

Lee County:



Signature

Signature of Authorized Official

Executive Vice President

Procurement Management Director

Title

Title

2/20/2025

3-7-2025

Date

Date