



John E. Manning
District One

April 21, 2020

Cecil L. Pendergrass
District Two

Ray Sandelli
District Three

Brian Hamman
District Four

Frank Mann
District Five

Roger Desjarlais
County Manager

Richard Wesch
County Attorney

Donna Marie Collins
County Hearing Examiner

Mr. Jerry Terp
Jerry Terp
747 Harrison Street
Anoka, MN 55303

**SUBJECT: Renewal of Annual Contract No. RFP190123DLK
 VCB - Meeting Sales Promotion Representative Midwest USA**

Dear Mr. Terp:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 10/1/20 through 9/30/21.

We are hereby extending the annual contract for an additional one 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

John E. Manning
District One

February 28, 2020

239-533-8871

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Donna Marie Collins
County Hearing
Examiner

Mr. Jerry Terp
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747 Harrison Street
Anoka, MN 55303

Subject: Renewal of Annual Contract RFP190123DLK
Meeting Sales Promotion Representative Midwest USA

Dear Mr. Terp:

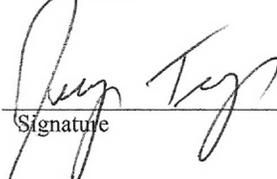
The above-referenced annual contract will expire on September 30, 2020, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one year period (10/1/20 – 9/30/21). Therefore, we are requesting that you choose one of the following options and return this letter 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 March 16, 2020, may, at the County's sole discretion, result in contract cancellation and/or rebid of solicitation.

 a I want to continue performing under this annual contract for an additional one 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 one-year period. Why? _____

Vendor:



Signature

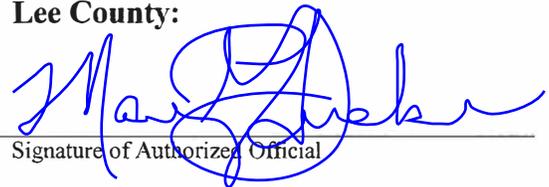
OWNER

Title

3/2/2020

Date

Lee County:



Signature of Authorized Official

Procurement Management Director

Title

04-20-2020

Date