



Kevin Ruane
District One

July 25, 2022

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. Joseph St. Germain
Downs & St. Germain Research, Inc.
2992 Habersham Dr.
Tallahassee, FL 32309

SUBJECT: Renewal of Annual Contract No. RFP180512LAC
VCB Market Research

Dear Mr. St. Germain:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 3/12/23 through 3/11/24.

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



Lee County
Southwest Florida

Kevin Ruane
District One

July 5, 2022

239-533-8871

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District Two

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Downs & St. Germain Research, Inc.
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Subject: Renewal of Annual Contract RFP180512LAC
VCB Market Research

Roger Desjarlais
County Manager

Richard Wesch
County Attorney

Dear Mr. St. Germain:

Donna Marie Collins
County Hearing
Examiner

The above-referenced annual contract will expire on March 11, 2023, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one-year period (3/12/23 – 3/11/24). 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@lccgov.com), within 15 calendar days from receipt. Failure to return by July 20, 2022, 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:

Lee County:



Signature



Signature of Authorized Official

President

Title

Procurement Management Director

Title

7/5/22

Date

7-25-2022

Date