



John E. Manning  
*District One*

March 4, 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. Jim Riczo  
Metrotrans, Inc.  
934 SE 27<sup>th</sup> Street  
Cape Coral, FL 33904

**SUBJECT:      Renewal of Annual Contract No. RFP170381DKR  
                    Body Removal Services for the Medical Examiner**

Dear Mr. Riczo:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 5/3/20 through 5/2/21.

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

August 27, 2019

239-533-8871

Cecil L. Pendergrass  
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Examiner

Mr. Jim Riczo  
Metrotrans, Inc.  
934 SE 27<sup>th</sup> Street  
Cape Coral, FL 33904

Subject: Renewal of Annual Contract RFP170381DKR  
Body Removal Services for the Medical Examiner

Dear Mr. Riczo:

The above-referenced annual contract will expire on 5/2/20, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one year period (5/3/20 – 5/2/21). 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](mailto:kurban@leegov.com)), within 15 calendar days from receipt. Failure to return by 12/26/19, 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:

Medical Examiner:

James Riczo  
Signature

Rebecca A. Hammit, MD  
Signature of Authorized Official

PRESIDENT  
Title

Chief Medical Examiner  
Title

3/3/2020  
Date

3/3/2020  
Date