



John E. Manning  
*District One*

April 20, 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*

Ms. Teena Zielinski  
P & T Lawn & Tractor Service, Inc.  
15980 Old Olga Road  
Alva, FL 33920

**SUBJECT:**      Renewal of Annual Contract No. B170272KLC  
                    Annual Periodic Maintenance of Roadway Irrigation Systems for DOT

Dear Ms. Zielinski:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 9/22/20 through 9/21/2021.

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

Cecil L. Pendergrass  
District Two

Ms. Teena Zielinski  
P & T Lawn & Tractor Service, Inc.  
15980 Old Olga Road  
Alva, FL 33920

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Subject: Renewal of Annual Contract B170272KLC  
Annual Periodic Maintenance of Roadway Irrigation Systems for DOT

Roger Desjarlais  
County Manager

Richard Wesch  
County Attorney

Dear Ms. Zielinski:

Donna Marie Collins  
County Hearing  
Examiner

The above-referenced annual contract will expire on September 21, 2020, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one year period (9/22/20 – 9/21/21). 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@lee.gov](mailto:kurban@lee.gov)), 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:

Teena Zielinski  
Signature

President  
Title

2/28/2020  
Date

Lee County:

[Signature]  
Signature of Authorized Official

Procurement Management Director  
Title

04-20-2020  
Date