



John E. Manning  
*District One*

September 10, 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. Chuck Pool  
Hawkins Water Treatment Group, Inc.  
2381 Rosegate  
Roseville, MN 55113

**SUBJECT:      Renewal of Annual Contract No. B170407GWT  
                  Citric Acid**

Dear Mr. Pool:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 3/15/21 through 3/14/22.

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 13, 2020

239-533-8871

Cecil L. Pendergrass  
District Two

Mr. Chuck Pool  
Hawkins Water Treatment Group, Inc.  
2381 Rosegate  
Roseville, MN 55113

Ray Sandelli  
District Three

Brian Hamman  
District Four

Frank Mann  
District Five

Subject: Renewal of Annual Contract B170407GWT  
Citric Acid

Roger Desjarlais  
County Manager

Richard Wesch  
County Attorney

Dear Mr. Pool:

Donna Marie Collins  
County Hearing Examiner

The above-referenced annual contract will expire on March 14, 2021, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one year period (3/15/21 – 3/14/22). 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 **August 28, 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.

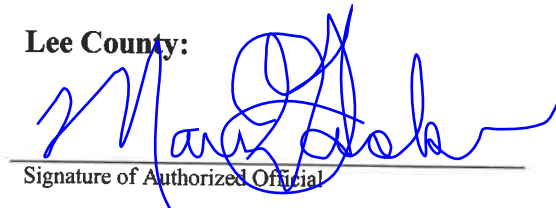
*As a condition of this renewal, the vendor agrees to provide Lee County with an updated insurance certificate upon expiration of the original certificate on file with the County.*

b. I am not interested in extending this contract for an additional one-year period. Why? \_\_\_\_\_

**Vendor:**

**Lee County:**

  
Signature

  
Signature of Authorized Official

Region Manager  
Title

Procurement Management Director  
Title

8-19-2020  
Date

09/10/2020  
Date