

March 25, 2020

John E. Manning  
*District One*

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  
*Hearing Examiner*

Mr. Mark Campbell  
DS Services of America, Inc., dba Crystal Springs  
2300 Windy Ridge Parkway, Suite 500N  
Atlanta, GA 30339

Subject: Extension of Annual Contract No. B170245TJM  
Purchase and Delivery of Bottled Water

Dear Mr. Campbell:

This is to inform you that Lee County agrees to extend the above subject contract for an additional 21 day period, from 4/9/20 through 4/30/20.

We are hereby extending the annual contract for an additional 21 day 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



BOARD OF COUNTY COMMISSIONERS

Procurement Management Division  
1500 Monroe Street, 4<sup>th</sup> Floor  
Fort Myers, FL 33901

## Notice of Extension

John E. Manning  
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Hearing Examiner

March 24, 2020

Mr. Mark Campbell  
DS Services of America, Inc., dba Crystal Springs  
2300 Windy Ridge Parkway, Suite 500N  
Atlanta, GA 30339

Re: Extension of Annual Contract No. B170245TJM  
Purchase and Delivery of Bottled Water - Annual

Dear Mr. Campbell:

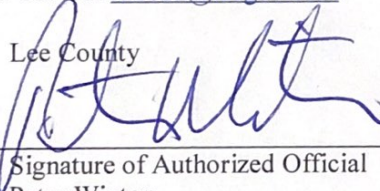
Lee County Board of County Commissioners (County) and DS Services of America, Inc., dba Crystal Springs (Vendor), by execution of this Notice of Extension, have both agreed to the First extension of the above referenced contract/agreement for the period of April 9, 2020 through April 30, 2020, a period of 21 days at the agreed upon terms and conditions.

The issuance of the purchase order is done with the understanding that all provisions in the solicitation are binding, establishing a contractual obligation by both the County and the Vendor.

If this extension is acceptable, please acknowledge by signing and returning a copy of this letter with a copy of your current Certificate of Insurance to my attention.

Please return an executed copy of this letter and current Certificate of Insurance by Friday, March 27, 2020. If you have any questions, please contact me at (239) 533-8871 or [kurban@leegov.com](mailto:kurban@leegov.com).

Lee County

  
Signature of Authorized Official  
Peter Winton

Print Name

Assistant County Manager, CFO

Title

3-25-2020

Date

Vendor Acknowledgement:

  
Signature

Jeffrey Manzella

Print Name

VP Legal

Title

3/25/20

Date