



John E. Manning  
*District One*

December 23, 2019

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

**SUBJECT:      Renewal of Annual Contract No. B170245TJM  
                  Purchase and Delivery of Bottled Water**

Dear Mr. Campbell:

This is to inform you that Lee County agrees to renew the above subject contract for an additional three (3) month period, from 1/9/19 through 4/8/2020.

We are hereby extending the annual contract for an additional three month 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

December 18, 2019

239-533-8871

John E. Manning  
District One

Cecil L. Pendergrass  
District Two

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District Three

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

Subject: Renewal of Annual Contract B170245TJM  
Purchase and Delivery of Bottled Water

Dear Mr. Campbell:

The above-referenced annual contract will expire on January 8, 2020, unless renewed. Lee County is requesting that this annual contract be renewed for an additional three (3) month period (1/9/2020 – 4/8/2020). 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 or by January 2, 2020.

a. I want to continue performing under this annual contract for an additional three (3) month 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 three month period. Why? \_\_\_\_\_

Vendor:

Lee County:

  
Signature

  
Signature of Authorized Official

SVP Revenue Officer  
Title

Procurement Management Director  
Title

12/19/19  
Date

12/20/19  
Date