



John E. Manning  
*District One*

June 18, 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. Andreas Guzman  
United States Service Industries (USSI)  
4340 East-West Highway, Suite 204  
Bethesda, MD 20814

**SUBJECT:      Renewal of Annual Contract No. RFP180119MRH  
                  Custodial Services for Lee County Central Zone**

Dear Mr. Guzman:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 10/1/20 through 9/30/21.

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

May 26, 2020

239-533-8871

Cecil L. Pendergrass  
District Two

Mr. Andreas Guzman  
United States Service Industries, (USSI)  
4340 East-West Highway, Suite 204  
Bethesda, MD 20814

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District Five

Subject: Renewal of Annual Contract RFP180119MRH  
Custodial Services for Lee County Central Zone

Roger Desjarlais  
County Manager

Richard Wesch  
County Attorney

Dear Mr. Guzman:

Donna Marie Collins  
County Hearing Examiner

The above-referenced annual contract will expire on September 30, 2020, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one year period (10/1/20 – 9/30/21). 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 June 10, 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:

Stephanie Nester  
Signature

Mary G. Tucker  
Signature of Authorized Official

CFO  
Title

Procurement Management Director  
Title

05/27/20  
Date

06/16/2020  
Date