



Kevin Ruane  
*District One*

June 7, 2021

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. Emily Alchin  
Aon Benefits & Insurance Services, Inc.  
200 E Randolph Street  
Chicago, IL 60601

SUBJECT: Renewal of Annual Contract No. RFP180162LKD  
Employee Insurance Benefits Consultants and Actuarial Auditor

Dear Ms. Alchin:

This is to inform you that Lee County agrees to renew the above subject contract for an additional three (3) year period, from 10/1/21 through 9/30/24.

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



Lee County  
Southwest Florida

Kevin Ruane  
District One

May 4, 2021

239-533-8871

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Aon Benefits & Insurance Services, Inc.  
200 E Randolph Street  
Chicago, IL 60601

Subject: Renewal of Annual Contract RFP180162LKD  
Employee Insurance Benefits Consultants and Actuarial Auditor

Dear Ms. Alchin:

The above-referenced annual contract will expire on September 30, 2021, unless renewed. Lee County is requesting that this annual contract be renewed for an additional three year period (10/1/21 – 9/30/24). 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 May 14, 2021, may, at the County's sole discretion, result in contract cancellation and/or rebid of solicitation.

CCA  a. I want to continue performing under this annual contract for an additional three 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:

Emily Alchin  
Signature

Margaret Baker  
Signature of Authorized Official

COO, U.S. Health Solutions  
Title

Procurement Management Director  
Title

5/9/2021  
Date

5/24/21  
Date