



BOARD OF COUNTY COMMISSIONERS

April 23, 2020

(239) 338-3500

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  
*County Hearing Examiner*

Betsy Bush  
Betsy Bush, LLC  
815 Church St.  
Alexandria, VA 22314

**RE: NOTICE OF MODIFICATION OF WORK - LEE COUNTY VISITOR & CONVENTION BUREAU MEETING SALES PROMOTION REPRESENTATIVE – NORTHEAST USA**

Dear Ms. Bush:

On July 3, 2019, Lee County entered into an Agreement with Betsy Bush, LLC for meeting sales promotion representation for the Northeast United States through Solicitation No. RFP190115DLK.

Pursuant to Article XII, Termination, of the agreement, the County is exercising its right to terminate the Agreement, only in part, for convenience. The County will be making necessary budget cuts of a 25% retainer reduction, in the amount of \$10,000.00, and an adjustment in market spending (Reimbursables), in the amount of \$11,097.65, for a total reduction of \$21,097.65.

These changes will become effective as of May 1, 2020 and will continue through the remainder of the current fiscal year, ending September 30, 2020. The Lee County Visitor & Convention Bureau staff will be in contact to specifically discuss details of the reduction in services.

If you should have any questions, please contact our office.

Sincerely,

Tamara Pigott  
Director, Visitor & Convention Bureau

cc: FinanceOnBase@leeclerk.org  
Project File