



John E. Manning
District One

November 14, 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

Ms. Shelley Crant-Baggot
Florida Travel Marketing, Inc.
1134 Lenox Ct.
Cape Coral, FL 33904

**SUBJECT: Renewal of Annual Contract No. RFP180170LAC
 VCB – Tourism Sales & Promotion Representative**

Dear Ms. Crant-Baggot:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 4/2/20 through 4/1/2021.

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

October 16, 2019

239-533-8871

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Ms. Shelley Crant-Baggot
Florida Travel Marketing, Inc.
1134 Lenox Ct
Cape Coral, FL 33904

Subject: Renewal of Annual Contract RFP180170LAC
VCB – Tourism Sales & Promotion Representative

Dear Ms. Crant-Baggot:

The above-referenced annual contract will expire on 4/1/2020, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one year period 4/2/2020 – 4/1/2021. 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), within 15 calendar days from receipt. Failure to return by 10/31/19, 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:



Signature

President

Title

10/17/19

Date

Lee County:



Signature of Authorized Official

Procurement Management Director

Title

11-13-19

Date