

**Council**

Anne Gerwig, Mayor  
Michael Drahos, Vice Mayor  
John T. McGovern, Councilman  
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Tanya Siskind, Councilwoman

**Manager**

Paul Schofield

Kurt Gehring  
The Gehring Group  
4200 Northcorp Parkway  
Suite 185  
Palm Beach Gardens, FL 33410  
[Kurt.gehring@gehringgroup.com](mailto:Kurt.gehring@gehringgroup.com)

April 1, 2019

RE: RFP #003-14/ED

Dear Mr. Gehring:

The Gehring Group is the awardee for contract #003-14/ED for Insurance Brokerage Services. The contract is set to expire on July 31, 2019 and allows for five (5) additional one (1) year renewals by mutual agreement. Wellington would like to exercise the first renewal option through July 31, 2020 under the same pricing, terms and conditions which is conditioned upon subsequent approval by Wellington Council.

In accordance with Palm Beach County ordinance number 2011-009, the vendor understands that any Contract that results from an RFP/ITB may be subject to investigation and/or audit by the Palm Beach County Inspector General. The offeror has reviewed Palm Beach County ordinance number 2011-009 and is aware of its rights and/or obligations under such ordinance.

The award is subject to provisions of State Statutes, Palm Beach County Commission on Ethics and Code of Ethics, and Wellington policies. All Proposers must disclose with their Proposal/Renewal the name of any officer, director, or agent who is also a Wellington employee. Further, all Proposers must disclose the name of any Wellington employee who is employed in the Proposer's firm or any of its branches.

If any Proposer violates or is a party to a violation of the Wellington, Palm Beach County or Florida Code of Ethics with respect to this Proposal, such Proposer may be disqualified from performing the work described in this Proposal or from furnishing the goods or services for which the Proposal is submitted and shall be further disqualified from bidding on any future Proposals/Bids for work or for goods or services for Wellington. A copy of the Wellington, Palm Beach County Commission on Ethics and Code of Ethics and State Ethics Codes is available at the Wellington Clerk's Office, 12300 Forest Hill Boulevard, Wellington FL 33414. By signing this renewal agreement proposer acknowledges no such conflict.

**Please indicate acceptance or rejection of the renewal, as indicated below, and return to my attention by April 5, 2019.** If you should have any questions, please contact me or anyone else in the Purchasing Department.

Accept Renewal: Kurt N. Gehring  
Printed Name  
President and CEO

Kurt Gehring  
Signature

April 3, 2019  
Date

Reject Renewal: \_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Thank you,  
Emma Ramirez  
561-791-4021  
[eramirez@wellingtonfl.gov](mailto:eramirez@wellingtonfl.gov)