

# ***The City of Boynton Beach***

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*Finance/Procurement Services  
100 E. Boynton Beach Boulevard  
P.O. Box 310  
Boynton Beach, Florida 33425-0310  
Telephone No: (561) 742-6310  
FAX: (561) 742-6316*

March 2, 2017

Gehring Group, Inc.  
11505 Fairchild Gardens Avenue  
Suite 202  
Palm Beach Gardens, FL 33410

ATTN: Kurt Gehring, President

**RE: "RFP FOR A THREE YEAR CONTRACT FOR INSURANCE BROKER SERVICES"**

**RFP No.: 033-1710-14/JMA**

**CURRENT CONTRACT PERIOD: APRIL 1, 2014 THRU MARCH 31, 2017**

Dear Mr. Gehring:

The contract for Broker Services between the City of Boynton Beach and the Gehring Group expires March 31, 2017. This contract allows for two (2) additional one-year renewals with the same terms and conditions. The City of Boynton Beach would like to renew this contract with Gehring Group for an additional one-year extension with the same terms and conditions.

Please indicate your response on the following page and return it to Financial Services at your earliest convenience. If you should have any questions, please do not hesitate to contact me at (561) 742-6010. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim W. Howard".

Tim W. Howard  
Assistant City Manager - Administration  
Director of Financial Services

c: Julie Oldbury, Director of HR/Risk Management  
File

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RE: "RFP FOR A THREE YEAR CONTRACT FOR INSURANCE BROKER SERVICES"

RFP No.: 033-1710-14/JMA

CONTRACT RENEWAL PERIOD: APRIL 1, 2017 THRU MARCH 31, 2018

☒ Yes, I agree to renew the existing agreement with the same Terms and Conditions for the renewal period of April 1, 2017 thru March 31, 2018.

☐ No, I do not wish to renew the agreement for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

GEHRING GROUP

NAME OF COMPANY

Kurt N. Gehring  
NAME OF REPRESENTATIVE  
(Please print)

March 24, 2017  
DATE

cindy.thompson@gehringgroup.com  
E-MAIL ADDRESS

A handwritten signature in blue ink, appearing to read "Kurt N. Gehring", is written over a horizontal line.

SIGNATURE

CEO and President  
TITLE

(561)628-6797  
(AREA CODE) TELEPHONE NUMBER