



City of Hollywood, Florida

2600 HOLLYWOOD BLVD. • P.O. Box 229045 • ZIP 33022-9045

DATE: **February 12, 2015**

RE: BLANKET ORDER # **B002612**

PRODUCT/SERVICE: **Supply & Delivery of
Sodium Hydroxide - Full Truckload**

**Allied Universal Corporation
Attn: Ms. Catherine Guillarmod
3901 NW 115th Avenue
Miami, Florida 33178**

Telephone Contact: 305-888-2623

Fax: 305-463-8369

Email: cathieg@allieduniversal.com

Dear Vendor:

This is to inform you that the City of Hollywood, Florida is entering into a Blanket Order with your Company based on one of the following:

- | | |
|--|--------|
| <input type="checkbox"/> FORMAL BID # | |
| <input type="checkbox"/> INFORMAL BID # | DATED: |
| <input type="checkbox"/> RENEWAL OF FORMAL BID # | DATED: |
| <input type="checkbox"/> EXTENSION OF FORMAL BID/RFP# | DATED: |
| <input type="checkbox"/> WRITTEN QUOTATION # | DATED: |
| <input type="checkbox"/> VERBAL QUOTATION PER | DATED: |
| <input type="checkbox"/> STATE OF FLORIDA CONTRACT # | DATED: |
| <input type="checkbox"/> BROWARD COUNTY BID # | |
| <input checked="" type="checkbox"/> OTHER: Cooperative Bid # 2014-009 - City of Margate | |

The term of this order is **4/17/2015** through **4/16/2016**.

The estimated dollar value is **\$117,750.00**.

The obligations of the City of Hollywood under this order are subject to the availability of funds lawfully appropriated for its purpose by the City Commission and are subject to the terms and conditions contained on the Purchase Order form.

The City of Hollywood Departments will issue hard copy orders against this Blanket Order as your authorization to deliver. All invoices must reference each unique document number.

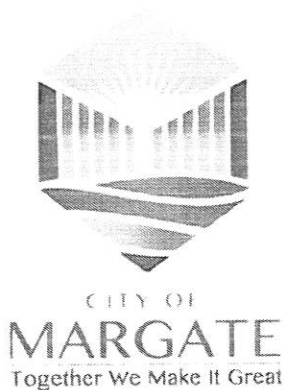
If you have any questions, please contact **Ian Superville** at (954) 921-3552

c: Public Utilities
Wastewater Treatment Plant
Finance

REPORT: HWDBLNKP20 GENERATED: 02 DEC 13 15:50

CITY OF HOLLYWOOD
BLANKET PURCHASE ORDERS
04/17/14 - 04/16/15

BPO #	DATE	START DATE	END DATE	CONTRACT #	COOP	2014-009	MARGAT
B002612	06/09/14	04/17/14	04/16/15				
THE # VENDOR ADDR # STOCK # REF # TYPE TRANS # UOM MIN QTY MAX QTY UNIT PRICE QTY USED TAX CODE HAZARDOUS							
1	2608	0	FULL	N 298700001903 GA	000000001.0000	00075000.0000	1.57000 00029739.0000
ALLIED UNIVERSAL CORPORATION 885/00 SUPPLY AND DELIVERY OF SODIUM HYDROXIDE - FULL LOAD BPO DESCRIPTION:							
BPO DESCRIPTION:							
BPO DESCRIPTION:							
BPO DESCRIPTION: COOP 2014-009 CITY OF MARGATE							



City Commission

Mayor Joanne Simone
Vice Mayor Tommy Ruzzano
Joyce W. Bryan
Lesa Peerman
Frank B. Talerico

City Manager

Douglas E. Smith

City Attorney

Eugene M. Steinfeld

City Clerk

Joseph J. Kavanagh

January 8, 2015

Ms. Catherine Guillarmod
Allied Universal Corporation
3901 NW 115th Avenue
Miami, FL 33178

SUBJECT: Sodium Hydroxide Contract Renewal Option


Dear Ms. Guillarmod:

The initial term of the contract awarded for Bid No. 2014-009, Furnish and Deliver Sodium Hydroxide, for truckload and less than truckload deliveries, expires on April 16, 2015. The City of Margate, acting as lead agency for the Southeast Florida Governmental Purchasing Co-operative Group, is offering an extension of the original contract for a period of one (1) year effective April 17, 2015 through April 16, 2016. All terms, conditions and specifications of the contract shall remain as specified and as awarded by Resolution No. 12-465.

Please sign below to confirm your agreement to renew the contract for an additional one (1) year term, and email a copy to me at pgreenstein@margatefl.com. The signed original of the letter must be mailed or delivered to the Purchasing Division at the address listed below.

I can be reached at (954) 935-5355 should you have any questions or concerns.

Sincerely,


Patricia Greenstein
Purchasing Manager

I hereby agree to a one (1) year extension of the subject bid at the same terms and conditions.


Signature

Catherine Guillarmod
Printed Name

Executive
Administrator
Title

Allied Universal Corporation
Company Name

January 20, 2015
Date

Finance Department

5790 Margate Boulevard Margate, FL 33063 • Phone: (954) 972-6454 • Fax: (954) 935-5258
www.margatefl.com • finance@margatefl.com



CITY OF HOLLYWOOD, FLORIDA

Procurement Services Division

2600 Hollywood Blvd. · Room 303 · P. O. Box 229045 · Hollywood, Florida 33022-9045
Phone (954)921-3299 · Fax (954)921-3086

January 20, 2015

Allied Universal Corporation
Mr. Bernie Greenberg
3901 NW 115 Ave
Miami, FL 33178

Dear Vendor:

Our Agreement for Supply & Delivery of Sodium Hydroxide(Full Truckload) based upon City of Margate, Contract # 2014-009, Blanket Purchase Order B002612, expires April 16, 2015.

The Procurement Services Division would like to renew the agreement for a one (1) year renewal period under the terms and conditions utilizing Blanket Purchase Order B002612 (copy attached).

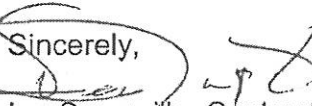
Please advise your interest in renewing this Agreement by marking the appropriate response, signing, and returning this correspondence.

If you are unable to renew this agreement, please explain reason(s) in a separate letter.

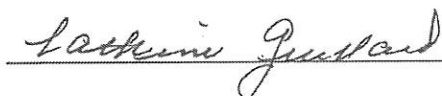
Thanks for your help with this matter and as always, please call me at 954-921-3552 if you have questions.

A response as soon as possible would be appreciated.

Sincerely,


Ian Superville, Contracts Officer
Procurement Services Division

IS/dm

I agree: 
I disagree: _____

Name: Catherine Guillarmod
(Typed or Printed & signature)

Date: January 26, 2015



CITY OF HOLLYWOOD, FLORIDA
PROCUREMENT SERVICES DIVISION

2015 FEB -6 PM 2: 31

DATE: January 20, 2015

FILE: PR-15-060

TO: Steve Joseph, Director, Public Utilities

VIA: Joel Wasserman, Director, Procurement Services

FROM: Ian Superville, Procurement Contracts Officer
Procurement Services

SUBJECT: Blanket Contract Renewal for the Supply & Delivery of Sodium Hydroxide- Full Truckload-B002612-Allied Universal Corporation

ISSUE:

The current period of the above contract expires April 16, 2015. The contract is renewable for a one (1) year period if it is determined to be in the City's best interest and the vendor agrees to the renewal in writing.

EXPLANATION:

Notification of Intent to Renew must be mailed to the vendor thirty (30) calendar days in advance of the contract expiration date. Accordingly, it is requested that you give this matter your immediate attention thereby providing a timely reply to preclude contract expiration.

If you do not want to renew this contract, please explain the reason(s) in a separate memo. Also note that this contract will expire on the date mentioned above and if a new contract is to be established, you must submit bid specifications.

RECOMMENDATION:

Please reply as soon as possible by returning this memo appropriately filled out, signed and dated along with the attached Contract Renewal Evaluation Form.

Date: 1/26/15

To: Ian Superville, Procurement Services

The Director of Public Utilities recommends the following:

☒ RENEW the contract under the same terms and conditions. The Budget Account Number to be charged is 42.4011.00000.536.005233.

☐ DO NOT renew this contract. See attached memo explaining the reason(s).

☐ DO NOT renew this contract. DO NOT prepare a replacement bid (items/services no longer needed).

☒ Estimated annual usage/expenditure is \$117,750.00 year (Full Lands)

By: [Signature]

Title:

Steve Joseph P.E.
Public Utilities Director



CITY OF HOLLYWOOD, FLORIDA
PROCUREMENT SERVICES DIVISION

Department/Office
Contract Renewal Evaluation

Date: <u>1-26-15</u>	Division/Area: <u>4011 - WTP</u>
Department/Office: <u>Public Utilities</u>	Title: <u>Plant Manager</u>
Contact Person: <u>Bud Calhoun</u>	Contact Email: <u>tcalhoun@hollywoodfl.org</u>
Contact phone number: <u>954-967-4230</u>	
Purchase Order/Blanket Purchase Order #: <u>B002612</u>	
Contract Expiration Date: <u>04-16-15</u>	
Vendor: <u>Allied</u>	Contact Person: <u>Catherine G.</u>
Contact phone number: <u>1-800-437-8715</u>	Contact Email:
Good/Service: <u>Sodium Hydroxide</u>	Solicitation #:

1. How would you rate the quality of goods/services?

☐ Excellent ☒ Good ☐ Satisfactory ☐ Poor

2. How would you rate the courteousness vendor's personnel?

☐ Excellent ☒ Good ☐ Satisfactory ☐ Poor

3. With regards to the goods or services provided, how satisfied are you with the following items?
(Please check one per category)

	Excellent	Good	Satisfactory	Poor
Overall Quality	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Value	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frequency of Contact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness to request	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Are all goods/services on the contract being performed at the agreed upon time and manner?

☒ Yes ☐ No

If no, please explain?

5. If you contacted the vendor, were all your questions or any issues resolved to your complete satisfaction?

☒ Yes ☐ No ☐ Did not need to contact

If no, please explain?



CITY OF HOLLYWOOD, FLORIDA
PROCUREMENT SERVICES DIVISION

Department/Office
Contract Renewal Evaluation

6. Has the invoicing been timely, accurate and in accordance with the contract?

☒ Yes ☐ No

If no, please explain?

7. Does the Department/Office recommend renewing a contract based upon the available renewal options when the current agreement expires?

☒ Yes ☐ No

If no, please explain?

8. Please state any additional comments about your experience with this vendor and the goods/services provided.

Department/Office Director's Name: _____

Department/Office Director's Signature: _____

[Signature]
2/12/15

[Signature]

2/12/15