



**Purchasing Department**

50 South Military Trail, Suite 110  
West Palm Beach, FL 33415-3199

(561) 616-6800

FAX: (561) 242-6744

[www.pbcgov.com/purchasing](http://www.pbcgov.com/purchasing)

**Palm Beach County  
Board of County  
Commissioners**

Maria Sachs, Mayor

Maria G. Marino, Vice Mayor

Gregg K. Weiss

Michael A. Barnett

Marci Woodward

Sara Baxter

Mack Bernard

**County Administrator**

Verdenia C. Baker

January 23, 2024

Tripp Electric Motors, Inc.  
Ashley T. Tripp, Vice President  
1225 N.W. Avenue L  
Belle Glade, FL 33430

Form L

TERM CONTRACT # **23011A**

Dear Vendor:

This is to inform you that Palm Beach County Board of County Commissioners ("County") is entering into a Term Contract with your company for Pump, Motor and Equipment Services based on:

☒ RENEWAL OF CONTRACT based on SOLICITATION # 23-011/MB in accordance with all original terms, conditions, specifications and prices with no deviation.

The term of this contract is 04/19/2024 through 04/18/2025 or until award of new contract, whichever occurs first, and has an estimated dollar value of \$2,074,300.

If applicable, Vendor shall maintain all insurance coverage(s) throughout the entire term of the contract, including any renewals or extensions thereof.

County User Departments will issue individual "Delivery Orders" against this contract as your authorization to deliver. The original invoice must be sent to the address on the Delivery Order ("DO") and must reference the DO number (e.g., DO 680 XY030305000000001111). A copy of the invoice may be sent to the County User Department. Invoices submitted on carbon paper shall not be accepted. In order for the County to make payment, the Vendor's Legal Name; Vendor's Address; and Vendor's TIN/FEIN Number on the Vendor's bid/quote/response must be exactly the same as it appears on the invoice and in the County's VSS system that can be accessed at <https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService>. Failure to comply with the foregoing may result in a delay in processing payment.

If you have any questions, please contact Marva Brown at [mbrown@pbcgov.org](mailto:mbrown@pbcgov.org) or (561) 616-6815.

Sincerely,

Melody Thelwell  
Director

c: Countywide  
File

"An Equal Opportunity  
Affirmative Action Employer"