



# City of Hollywood, Florida

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

DATE: **September 5, 2014**

RE: **BLANKET ORDER # B002533**

PRODUCT/SERVICE: **Office Supply  
Procurement Program**

**Office Depot, Inc.  
Attn: Donna Warren  
2925 W. Corporate Lakes Blvd.  
Weston, FL 33331**

**Telephone Contact: 1-305-491-1922  
Fax: 1-561-438-1082  
Email: donna.warren@officedepot.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: <b>SE Florida Purchasing Cooperative RFP-13-23R approved 11/6/13 via R-2013-309.</b> |        |

The term of this order is **11/6/2014** through **11/5/2015 (1<sup>st</sup> one year renewal option)**.

The estimated dollar value is **\$145,000.00 annually**.

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 **Ralph Dierks** at (954) 921-3223.

c: All Departments, Divisions & Offices  
Finance



## Southeast Florida Governmental Purchasing Cooperative Group

### CONTRACT AWARD

BID/RFP NO.: City of Tamarac RFI #13-23R; State of Florida Agreement #618-000-11-1\*  
DESCRIPTION/TITLE: OFFICE SUPPLIES – Award  
CONTRACT PERIOD: October 18, 2013 – October 17, 2016  
TERM OF CONTRACT: Three (3) Years with up to one (1) three (3) year renewal option

\* Note: State of Florida Agreement is in place through October 17, 2014. The State of Florida may extend the Agreement in one (1) year increments through October 17, 2015 and October 17, 2016 at its discretion. In the event that the Agreement is not extended, contract pricing shall revert to contingency pricing provided by Office Depot as part of the awarded Agreement for the remaining contract term.

---

#### SECTION #1 - VENDOR AWARD

Vendor Name: Office Depot Inc.  
Vendor Address: 6600 Military Trail  
Boca Raton, FL 33496  
Contact: Dinch Kagit -- Individual representative may be appointed for each entity  
Phone: (561) 251-7525  
Customer Service: (888) 263-3423  
Fax: (561) 438-1081  
Cell/Pager: N/A  
Email Address: dinch.kagit@officedepot.com  
Website: www.officedepot.com  
FEIN: 59-1039552  
URL for State of Florida Contract Documents:

[http://dms.myflorida.com/business\\_operations/state\\_purchasing/vendor\\_information/state\\_contracts\\_agreements\\_and\\_price\\_lists/state\\_term\\_contracts/office\\_and\\_educational\\_consumables/complete\\_contract\\_microsoft\\_word](http://dms.myflorida.com/business_operations/state_purchasing/vendor_information/state_contracts_agreements_and_price_lists/state_term_contracts/office_and_educational_consumables/complete_contract_microsoft_word)

---

#### SECTION #2 – AWARD/BACKGROUND INFORMATION

Award Date: October 9, 2013  
Resolution/Agenda Item No.: R-2013-110  
Insurance Required:  Yes  No  
Performance Bond Required:  Yes  No

---

#### SECTION #3 - PROCURING AGENCY

Agency Name: City of Tamarac  
Agency Address: 7525 NW 88<sup>th</sup> Ave.  
Tamarac, FL 33321  
Agency Contact: Keith K. Glatz, CPPO, FCPM, FCPA  
Telephone: (954) 597-3570  
Facsimile: (954) 597-3565  
Email: keithg@tamarac.org