



# City of Hollywood, Florida

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

DATE: November 15, 2017

RE: BLANKET ORDER #: B003072

PRODUCT/SERVICE: Tutoring Services **(Initial Term)**

Russell Life Skills and Reading Foundation, Inc  
DBA Russell Education Foundation  
5400 S University Drive V#24315  
Suite 506  
Davie, FL 33328

Telephone Contact: 954-921-3787  
Email: pdoyley@russelleducationfoundation.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 checked="" type="checkbox"/> | FORMAL BID #: <b>RFP-4557-17-RL</b> | <b>Dated: 7-26-17</b> |
| <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 type="checkbox"/>            | OTHER:                              |                       |

Initial Award Term	12/1/2017 - 11/30/2020
1st Renewal Term (Optional)	12/1/2020 - 11/30/2021
2nd Renewal Term (Optional)	12/1/2021 - 11/30/2022

**\*NOTE**—City Reserves the right to exercise Optional Periods.

The estimated **annual** dollar value is **\$94,800.00**

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.

**NOTE: Prior to commencement of any work, certificates of insurance meeting the requirements of the Risk Manager and naming the City of Hollywood as additional insured, must be forwarded to Procurement Services.**

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 **Robert Lowery** at (954) 921-3552.

c: Parks, Recreation and Cultural Arts  
Finance