



City of Hollywood, Florida

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

DATE: March 21, 2018

RE: BLANKET ORDER #: **B002642**

PRODUCT/SERVICE: Utility Bill Printing and Mailing
Services - **Six Month Extension**

Cathedral Corporation V# 35782
Attn: Christina Hodges / Lea Reissig
6851 TPC Drive
Orlando, FL 32822

Telephone Contact: 407-351-0232 Ext 145/157
Email: chodges@cathedralcorporation.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:

- | | |
|--|--------|
| ☐ FORMAL BID # | DATED: |
| ☐ INFORMAL BID # | DATED: |
| ☐ RENEWAL OF FORMAL BID # | DATED: |
| ☐ EXTENSION OF FORMAL BID/RFP# | DATED: |
| ☐ WRITTEN QUOTATION # | DATED: |
| ☐ VERBAL QUOTATION PER | DATED: |
| ☐ STATE OF FLORIDA CONTRACT # | DATED: |
| ☐ BROWARD COUNTY BID # | |
| ☒ OTHER: Piggyback Hernando County, Bid# ITB13-T060 | |

Previous Contract Period	10/2/2014 - 3/31/2017
Final Renewal Term	4/1/2017 - 3/31/2018 R-2017-068
Six (6) Month Extension	4/1/2018 – 9/30/2018

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

The estimated annual dollar value is **\$132,500.00**.

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

c: Public Utilities
Finance