



City of Hollywood, Florida

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

DATE: **August 10, 2016**

RE: **BLANKET ORDER # B002909**

PRODUCT/SERVICE: **Five (5) Year Service Agreement on One (1) KIP 7170 Engineering Digital Copier, Plotter, Scanner System - Development Services**

Wood Business Systems (V#31806)
Mr. Michael Cozzens
5555 Nob Hill Road
Sunrise, FL 33351

Telephone Contact: **954-493-7422**
Fax: **954-493-7499**
Email: **mcozzens@wbsfla.com**
John Bradley Email: **jbradley@wbsfla.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: Lease Agreement and Addendum to Lease Agreement dated 9/2016 Approved By City Commission via R-2016-XXX. | |

The term of this order is **9/1/2016** through **8/30/2021**.

The estimated dollar value is **\$5,097.12 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: **Development Services/Engineering**
Financial Services