



Blanket Purchase Agreement PA600343

Supplier Details:

Company Postal Center International, Inc.
Contact Paquita Chinga
Address 2965 West Corporate Lake Blvd.
Weston, FL 33331

Submit your response to:

Company City of Hollywood, FL - City Clerk Records and Archives
Contact Cristo, Edgar
Address 2600 Hollywood Blvd
Hollywood FL 33020
Phone 1-954-921-3545
Fax
E-mail ecristo@hollywoodfl.org

Dear Vendor:

This is to inform you that the City of Hollywood, Florida is entering a Blanket Purchase Agreement with your Company based on the following:

Formal Bid F-4660-21-PB



Blanket Purchase Agreement PA600343

Agreement	PA600343
Creation Date	06-MAR-2024
Change Order	6
Change Order Date	06-MAR-2024
Revision	3
Agreement Amount	1,283,795.00 USD

VENDORS MUST INCLUDE THE CITY'S PURCHASE ORDER NUMBER ON ALL INVOICES. PLEASE SUBMIT ALL INVOICES TO ACCOUNTSPAYABLE@HOLLYWOODFL.ORG.

OR
Mail To

City of Hollywood
Accounts Payable, Room 119
P.O. Box 229045
Hollywood, FL 33022-9045

Supplier **Postal Center International, Inc.**
2965 West Corporate Lake Blvd.
Weston, FL 33331

Notes R-2021-104 on 5-19-2021

Customer Account Number	Supplier Number	Payment Terms	Freight Terms	FOB
	102584	Net 30	None	Destination
	Start Date	End Date	Shipping Method	
	07/04/2021	07/03/2026		
Initial Award Term	07/04/2021	07/03/2024		
First Renewal Period	07/04/2024	07/03/2026		
Second Renewal Period	07/04/2026	07/03/2028		
Third Renewal Period				
Fourth Renewal Period				

Attachments

Type	File Name or URL	Title	Description
File	Postal Center International COI and Name Change Letter.pdf	Postal Center International CO	
File	R-2021-104.pdf	R-2021-104.pdf	
File	Original Impressions.pdf	Original Impressions.pdf	
File	Packet_for_Bid_F-4660-21-PB.pdf	Packet_for_Bid_F-4660-21-PB.pdf	
File	R-2021-304.pdf	R-2021-304.pdf	

Line	Item	UOM	Price	Expiration Date
1	Barcode and Sorting (-1 & 3.5 oz) Letter Size Mail	Each	0.003708	
Attachments				
	Type	File Name or URL	Title	Description
2	Barcode and Sorting - (over 3.5 oz up to 11 oz) Flat Mail	Each	0.01957	

Line	Item	UOM	Price	Expiration Date
	Attachments			
	Type	File Name or URL	Title	Description
3	National Change of Address (NCOA)	Each	0.0031	
	Attachments			
	Type	File Name or URL	Title	Description
4	Processing (E-Certified)	Each	0.70	
	Attachments			
	Type	File Name or URL	Title	Description
5	Postage Charges (E-Certified Mail)	Each	6.2675	
	Attachments			
	Type	File Name or URL	Title	Description
6	Processing (Certified Mail)	Each	0.0875	
	Attachments			
	Type	File Name or URL	Title	Description
7	Postage Charges (Certified Mail)	Each	6.2675	
	Attachments			
	Type	File Name or URL	Title	Description
8	Processing (Priority Mail)	Each	0.0124	
	Attachments			
	Type	File Name or URL	Title	Description
9	Postage (Priority Mail) -	Each	1.00	

Line	Item	UOM	Price	Expiration Date
	Attachments			
	Type	File Name or URL	Title	Description
10	Meter (Letters & Flats) -	Each	0.00361	
	Attachments			
	Type	File Name or URL	Title	Description
11	Postage Charges (Letters)	Each	0.424	
	Attachments			
	Type	File Name or URL	Title	Description
12	Postage Charges (International Mail)	Each	0.71	
	Attachments			
	Type	File Name or URL	Title	Description
13	Print 8.5 x 11 Simplex in Color - specialty paper with micro perf	Each	0.05	
	Attachments			
	Type	File Name or URL	Title	Description
14	Trifold 1 pc, Insert 1 pc, Seal, Print Indicia, Sort and Barcode	Each	0.0402	
	Attachments			
	Type	File Name or URL	Title	Description
15	Postage Charges	Each	0.424	
	Attachments			
	Type	File Name or URL	Title	Description
16	Perf (3.5 inch from bottom)	Each	0.02575	

Line	Item	UOM	Price	Expiration Date
	Attachments			
	Type	File Name or URL	Title	Description
17	Purchase of No. 10 window envelopes	Each	0.0272	
	Attachments			
	Type	File Name or URL	Title	Description
18	Purchase of No. 9 BRE envelopes	Each	0.0264	
	Attachments			
	Type	File Name or URL	Title	Description
19	Address Return Verification	Each	0.00309	
	Attachments			
	Type	File Name or URL	Title	Description
20	Tabbing (3 tabs)	Each	0.01957	
	Attachments			
	Type	File Name or URL	Title	Description
21	Fee for address service correction -	Each	0.00309	
	Attachments			
	Type	File Name or URL	Title	Description
22	Fee for address for forwarding address	Each	0.00309	
	Attachments			
	Type	File Name or URL	Title	Description
23	Printing	Each	0.02163	

Line	Item	UOM	Price	Expiration Date
	Attachments			
	Type	File Name or URL	Title	Description
24	Folding	Each	0.02575	
	Attachments			
	Type	File Name or URL	Title	Description
25	Labeling	Each	0.01957	
	Attachments			
	Type	File Name or URL	Title	Description
26	Inserting 1 piece	Each	0.002575	
	Attachments			
	Type	File Name or URL	Title	Description
27	Inserting - 2 pieces	Each	0.00515	
	Attachments			
	Type	File Name or URL	Title	Description
28	Inserting - 3 pieces	Each	0.007725	
	Attachments			
	Type	File Name or URL	Title	Description
29	Ink Jetting Address and/or Indicia	Each	0.01236	
	Attachments			
	Type	File Name or URL	Title	Description
30	Postage Upgrade for Various Levels	Each	0.419	
	Attachments			

Line	Item	UOM	Price	Expiration Date								
	<table><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Type	File Name or URL	Title	Description							
Type	File Name or URL	Title	Description									
31	Postage Upgrade for Various Levels (Flats)	Each	1.02									
	<table><tr><th colspan="4">Attachments</th></tr><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Attachments				Type	File Name or URL	Title	Description			
Attachments												
Type	File Name or URL	Title	Description									
32	Seal by Hands / Flat	Each	0.0309									
	<table><tr><th colspan="4">Attachments</th></tr><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Attachments				Type	File Name or URL	Title	Description			
Attachments												
Type	File Name or URL	Title	Description									
33	Tab Sealing, One Tab	Each	0.00309									
	<table><tr><th colspan="4">Attachments</th></tr><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Attachments				Type	File Name or URL	Title	Description			
Attachments												
Type	File Name or URL	Title	Description									
34	Tab Sealing, Two or More Tabs	Each	0.003605									
	<table><tr><th colspan="4">Attachments</th></tr><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Attachments				Type	File Name or URL	Title	Description			
Attachments												
Type	File Name or URL	Title	Description									
35	Postage (Full Rate Letters)	Each	0.55									
	<table><tr><th colspan="4">Attachments</th></tr><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Attachments				Type	File Name or URL	Title	Description			
Attachments												
Type	File Name or URL	Title	Description									
36	Postcards	Each	0.285									
	<table><tr><th colspan="4">Attachments</th></tr><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Attachments				Type	File Name or URL	Title	Description			
Attachments												
Type	File Name or URL	Title	Description									
37	Mailing Services Costs		0.00									
	<table><tr><th colspan="4">Attachments</th></tr><tr><th>Type</th><th>File Name or URL</th><th>Title</th><th>Description</th></tr></table>	Attachments				Type	File Name or URL	Title	Description			
Attachments												
Type	File Name or URL	Title	Description									

Line	Item	UOM	Price	Expiration Date
38	Processing Fee	Hour	55.00	
Attachments				
	Type	File Name or URL	Title	Description
39	Pick Up Fee	Hour	35.00	
Attachments				
	Type	File Name or URL	Title	Description
40	Postage Charges (Flats)	Each	0.6289	
Attachments				
	Type	File Name or URL	Title	Description

TERMS AND CONDITIONS

The following Terms and Conditions are applicable to this order entered into by and between the City of Hollywood (referred to as Buyer) and Vendor (referred to as Seller).

MODIFICATIONS

This purchase order form and any other document pertaining to this transaction which has been acknowledged in writing by the Director is a complete and exclusive statement of this order. Accordingly no modification or amendment shall be binding upon the Buyer unless signed by the Director. The City Attorney has approved these standard terms and conditions as to form and legality. Accordingly no modification of these terms and conditions shall be binding upon buyer unless they are endorsed and approved by the City Attorney. In the event of a conflict between these terms and conditions and any other document pertaining to the transaction covered by this order, these terms and conditions shall prevail.

ASSIGNMENT

Any assignment of this order or the performance of work hereunder, in whole or in part, is prohibited.

EXCUSABLE DELAYS

The Buyer may grant additional time for any delay or failure to perform hereunder if the delay will not adversely impact the best interests of the Buyer and is due to causes beyond the control of to Seller. Such grant must be in writing and made part of the order.

DEFAULT

In the event of default by the Seller, Buyer may procure the articles or services covered by this order from other sources and hold to Seller responsible for any excess costs occasioned thereby, in addition to all other available remedies at law or equity.

TERMINATION

Buyer, acting through its City Manager or his/her designee, reserves the right to terminate this order In whole or in part for default (a) if Seller fails to perform In accordance with any of the requirements of this order or (b) If Seller becomes insolvent or suspends any of its operations or if any petition is filed or proceeding commenced by or against Seller under any State or Federal Law relating to bankruptcy, reorganization, receivership or assignment for the benefit of creditors. Any such termination will be without liability to Buyer except for completed Items delivered and accepted by the Buyer. Seller, will be liable for excess costs of reprourement.

F.O.B.

In those cases where F O.B. point is not Destination, Seller is required to prepay freight charges and list separately on invoice. Collect shipments will not be accepted.

TERMS

By accepting this order, the Seller agrees that payment terms shall be Net 30 unless otherwise stated.

INVOICING

Seller must render original invoice to the City of Hollywood, Department of Financial Services, P.O. Box 229045, Hollywood, Florida 33022-9045.

TAX

The City of Hollywood is exempt from Federal and State taxes for tangible personal property. Sellers doing business with the City, which are not otherwise exempt, shall not be exempt from paying sales tax to their suppliers for materials to fulfill contractual obligations with the City, nor shall any Seller be authorized to use the City Tax Exemption Number in securing such materials.

RESPONSIBILITY

Responsibility will not be accepted for any goods delivered or services performed unless covered by a duly signed and authorized City of Hollywood order, issued by the Procurement Services Division.

ACCEPTANCE

Seller's acceptance of this order will be presumed unless Seller acknowledges exception, in writing, to Buyer within ten (10) calendar days after date of order.

DELIVERIES

Deliveries are to be made during the hours of 7:30 a.m. to 4:00 p.m. Monday through Friday, excluding holidays, unless otherwise stipulated. Seller shall notify the Buyer of deliveries that require special handling and/or assistance for off-loading. Failure to notify the Buyer concerning this type of delivery will result in the billing to Seller of any add-on redelivery, storage or handling charges.

INSPECTION

All Commodities delivered on this order are subject to inspection upon receipt by a representative of the Buyer. All rejected



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commodities shall remain the property of the Seller and will be returned at the Seller's expense.

QUANTITIES

Quantities specified in the order cannot be changed without Buyer approval. Goods shipped in excess of quantity designated may be returned at the Seller's expense.

PAYMENT CHANGES

Payments will be made only to the company and address as set forth on order unless the Seller has requested a change thereto on official company letterhead, signed by an authorized officer of the company.

ANTI-DISCRIMINATION

Sellers doing business with the Buyer are prohibited from discriminating against any employee, applicant or client because of race, creed, color, national origin, sex or age with regard to but not limited to the following: employment practices, rates of pay or other compensations, methods and training selection.

UNIFORM COMMERCIAL CODE

Florida law, including without limitation the Uniform Commercial Code (Chapter 670 – 680, Florida Statutes), shall apply to and supplement the terms and conditions of this order. Venue shall lie in a court of competent jurisdiction in Broward County, Florida.

LEGAL RESPONSIBILITY

By accepting this order, Seller understands and agrees that the items covered herein, or services to be rendered, shall be manufactured, sold or performed in compliance with applicable Federal, State, County and Local laws, ordinances, rules and regulations. Lack of knowledge by the Seller shall in no way be a cause for relief from responsibility.

LIABILITY - COPYRIGHT/PATENT/TRADEMARK

Seller shall save and hold harmless Buyer, its officers, employees and agents from liability for infringement of any United States patent, trademark or copyright for or on account of the use of any product sold to Buyer or used in the performance of this order.

INDEMNIFICATION

Seller shall indemnify, hold harmless and defend Buyer, its officers, employees and agents from and against any and all claims, damages, liability, judgments or causes of action, including costs, expenses and attorney fees, incurred as a result of any error, omission or negligent act by the Seller, its officers, employees, agents, subcontractors or assignees arising out of this order.

OCCUPATIONAL SAFETY AND HEALTH

Seller must comply with requirements under Chapter 442, Florida Statutes, that any toxic substance delivered as a part of this order must be accompanied by a Materials Safety Data Sheet (M.S.D.S.).

REPRESENTATIVE

All parties to this order agree that the representatives named herein are, in fact, bonafide and possess full and complete authority to bind said parties.

PUBLICITY

No endorsement by the City of the product and/or service will be used by Seller in any way, manner or form in product literature or advertising.

INSURANCE

The Seller of services must have secured and maintained the required amount of \$1,000,000 general and \$500,000 automobile liability limits and must list the City as an additional insured of this coverage. The Seller must have worker's compensation coverage as required by law. Any exception to the above stated limits or other requirements must be endorsed and approved by the City of Hollywood Risk Manager.

WARRANTY

For purposes of this order, Seller warrants: (a) the goods shall strictly conform to all specifications, drawings, instructions, advertisements, statements on containers or labels, descriptions and samples; (b) the goods shall be free from defects in workmanship and material and shall be new and of the highest quality; (c) Buyer shall receive title to the goods that is free and clear of any liens, encumbrances and any actual or claimed patent, copyright or trademark infringement; (d) the goods shall be merchantable, safe and fit for the Buyer's intended purposes, which purposes have been communicated to Seller; (e) the goods shall be adequately contained, packaged, marked and labeled; and (f) the goods shall be manufactured in compliance with all applicable federal, state and local laws, regulations or orders, and agency or association standards or other standards applicable to the manufacture, labeling, transporting, licensing, approval or certification, including by way of illustration and not by way of limitation, the Occupational Health and Safety Act, the Fair Labor Standards Act, and any law or order pertaining to discrimination.

In the event that services are provided in connection with the supply of goods, Seller expressly warrants that the services will be performed: (a) with due professional care; (b) in a workmanlike, professional, timely and diligent manner; (c) in accordance with all applicable industry standards and industry best practices; (d) by qualified workers experienced in performing the work specified; (e) in strict conformance with applicable specifications and industry accepted performance criteria; and (f) in strict conformance with this order, including but limited to any statement(s) of work issued, or quote(s) received, by Buyer.

The warranty period shall be 12 months from the date of first use of the goods by Buyer or 12 months from the date of acceptance by Buyer, whichever occurs later, unless otherwise mutually agreed to by the Buyer and Seller.

Notwithstanding the foregoing, Seller agrees to waive the expiration of the warranty period in the event there are failures or defects discovered after the warranty period of a material nature or in a significant portion of the goods, or a defect is discovered which, in Buyer's opinion, constitutes a threat of damage to property or to the health and safety of any person.

Signature: Otis Thomas
Interim Director, Procurement and Contract Compliance