City of Hollywood, Florida

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

DATE: **January 17 , 2017**

RE: BLANKET ORDER # **B002525**

PRODUCT/SERVICE: **Presort Mail & Fullfillment Services Daily & Bulk Mail Pick-up**

Mr. Patrick Riboul
Arrowmail Presort Co., Inc.
9825 NW 17 Street
Miami, Florida 33172

PH. #305-591-0024 Ext.330
Fax #305-591-0025
Email: Patrickr@arrowmailservice.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 #	
☐	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: **SOUTHEAST FLORIDA GOVERNMENTAL COOPERATIVE PURCHASING GROUP BID (FORT LAUDERDALE #733-11241)**	

The term of this order is **1/20/2018** through **1/19/2019**.

One year extension approved by City Commission via R-2017-XXX on January 17, 2017.

The estimated dollar value is **$146,210.00/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.

******Prior to commencement of any work, vendor must provide certficates of insurance, naming the City of Hollywood as additional insured, and meeting the requirements of the Risk Manager.**

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 **Paul A. Bassar** at **(954) 921-3628.**

c: Financial Services / Treasury
Office of the City Clerk / Records and Archives