

# Supplier Details:

Company Albion Staffing Solutions

Contact Steve Ramirez

Address 1749 North University Drive

Pembroke Pines, FL 33024

# Submit your response to:

Company City of Hollywood, FL - HR Administration

Contact Address

Phone Fax

E-mail

# Dear Vendor:

This is to inform you that the City of Hollywood, Florida is entering a Blanket Order with your Company based on the following: COOP Contract Coop#13-D-140F C.S.



Agreement	B002658
Agreement Date	12/03/2014
Change Order	7
Change Order Date	12/03/2014
Revision	5
Agreement Amount	161,443.75 USD

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

OR City of Hollywood Mail To

Accounts Payable, Room 119

P.O. Box 229045

Hollywood, FL 33022-9045

Supplier Albion Staffing Solutions
1749 North University Drive
Pembroke Pines, FL 33024

Notes

Customer Account Number	Supplier Number	Payment Terms	Freight Terms	FOB	
	28898	Immediate	None	Destination	
	Start Date	End Date	Shipping Method		
	10/15/2014	12/30/2019			
Initial Award Term					
First Renewal Period					
Second Renewal Period					
Third Renewal Period					
Fourth Renewal Period					

Attachn	Attachments						
Type	File Name or URL	Title	Description				
File	RE Admin Temp Staffing Service request IT_12_20_18.dotx.msg	Tia Perry - B002658	RE Admin Temp Staffing Service				
File	PR-19-250.pdf	PR-19-250.pdf	City Manager Memo				

Line Item	UOM	Price	Expiration Date
1 Temporary employment services Group b blue collar 1.equipment operator ii \$13.20 unit price per hour Location: City Manager's office (2 day laborers for 8 hours each) Ref:southeast florida governmental Purchasing cooperative group	Hour	13.20	
Supplier Item			
Notes	Temporary employment services Group b blue unit price per hour Location: City Manager's of Ref:southeast florida governmental Purchasing (city of coral Springs)emp	fice (2 day laborers fo	or 8 hours each)



ine	Item	UOM	Price Expiration Date
	Attachments		
	Type File Name or URL	Title	Description
2	2 Temporary employment services Group b white collar 1.sr. office assistant (renee hardemon) Start date: 11/14/16 End date: 05/18/17 (judith mentor) Start date: 11/14/16 End date: 03/09/17 (emily zambrana) Start date: 03/13/1	Hour	14.11
	Supplier Item		
		Temporary employment services Grou	p b white collar 1.sr. office assistant (renee
110.00		08/10/17 Unit price per hour - \$14.11 I	zambrana) Start date: 03/13/17 End date: Location: - Development services/building Start overnmental Purchasing cooperative group
	Attachments		_
	Type File Name or URL	Title	Description
3	3 Temporary employment services Group b white collar 1. senior office assistant \$14.11 unit price per hour Location:public utilities/ecsd Tanisha st. louis Start date: 12/1/16 End date: 02/16/17 (10 hour work day) New assignmen	Hour	14.11
	Sunnlier Item		
Supplier Item Notes		unit price per hour Location:public utili End date: 02/16/17 (10 hour work day) 06/08/17 Takeisha williams Start date	up b white collar 1. senior office assistant \$14.11 ties/ecsd Tanisha st. louis Start date: 12/1/16 New assignment: Start date: 3/20/17 End date: e: 06/12/17 End date: 09/28/17 (revised 07/24/17) chasing cooperative group Contract#13-d-140f
	Attachments		
	Type File Name or URL	Title	Description
4	4 Temporary employment services Group b white collar 1. principal office assistant \$12.47 unit price per hour Location:public utilities/ecsd Maria brittain Start date: 11/28/16 Max hours - 10 hours Ref:southeast florida governm	Each	12.47



Line It	tem	UOM	Price Expiration Date
	Supplier Item		
		\$12.47 unit price per hour Location:pub	p b white collar 1. principal office assistant olic utilities/ecsd Maria brittain Start date: outheast florida governmental Purchasing city of coral Springs)emp
	Attachments		
	Type File Name or URL	Title	Description
5	Temporary employment services Group b white collar 1. senior office assistant \$14.11 unit price per hour Location: public utilities - Utility billing Caitlin diamante Start date: 3/13/17 End date: 08/17/2017 Ref:southeast flori	Hour	14.11
	Supplier Item		
Supplier Item Notes			· ·
Attachments			
	Type File Name or URL	Title	Description
6	Temporary employment services Group b white collar 1.senior office assistant Nathalie jones Unit price per hour - \$14.11 Start date: 3/27/17 End date: 9/21/17 Revised 10/24/17 Location:underground utilities Ref:southeast florid	Hour	14.11
	Supplier Item		
		jones Unit price per hour - \$14.11 Sta	p b white collar 1.senior office assistant Nathalie art date: 3/27/17 End date: 9/21/17 Revised Ref:southeast florida governmental Purchasing city of coral Springs)emp
	Attachments		
	Type File Name or URL	Title	Description
7	Temporary employment services Group b white collar 1.senior office assistant Shanreeka hall Unit price per hour Location:underground utilities Ref:southeast florida governmental Purchasing cooperative group Contract#13-d-	Hour	13.44



	Item	UOM	Price Expiration Dat
	140f (city of cora		
	Supplier Item		
			b white collar 1.senior office assistant Shanreeka
			ound utilities Ref:southeast florida governmental
		Purchasing cooperative group Contract#	13-d-140f (city of coral Springs)emp
	Attachments		
	Type File Name or URL	Title	Description
8	Temporary employment services Group b white collar 1.senior	Hour	13.44
	office assistant Maria benway		
	Unit price per hour		
	Location:engineering support Services Ref:southeast florida		
	governmental Purchasing		
	cooperative group Contract#13-d-		
	140f (city of		
	Supplier Item		
Notes			b white collar 1.senior office assistant Maria
		-	ineering support Services Ref:southeast florida
		governmental Purchasing cooperative gr	oup Contract#13-d-140f (city of coral
		Springs)emp	
Attachments		-7:4	
	Type File Name or URL	Title	Description
		1.	
9	Temporary employment services	Hour	Description 13.44
9	Temporary employment services Group b white collar 1.senior	1.	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd	1.	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast	1.	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing	1.	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast	1.	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d-	1.	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d-	1.	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c	Hour	13.44
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c	Hour  . Temporary employment services Group	
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c	Hour  . Temporary employment services Group	13.44  b white collar 1.senior office assistant Edwige start date:12/29/14 Ref:southeast florida
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c	Hour  . Temporary employment services Group larsen Unit price per hour Location:essd	13.44  b white collar 1.senior office assistant Edwige start date:12/29/14 Ref:southeast florida
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c	Hour  . Temporary employment services Group larsen Unit price per hour Location:essd governmental Purchasing cooperative group the service of the services and the services of the services are the services and the services of the services are the services are the services of the services are the services of the servic	13.44  b white collar 1.senior office assistant Edwige start date:12/29/14 Ref:southeast florida
9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c	Hour  . Temporary employment services Group larsen Unit price per hour Location:essd governmental Purchasing cooperative group the service of the services and the services of the services are the services and the services of the services are the services are the services of the services are the services of the servic	13.44  b white collar 1.senior office assistant Edwige start date:12/29/14 Ref:southeast florida
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9	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c  Supplier Item Notes  Attachments	Hour  Temporary employment services Group larsen Unit price per hour Location:essd governmental Purchasing cooperative gr Springs)emp	b white collar 1.senior office assistant Edwige start date:12/29/14 Ref:southeast florida roup Contract#13-d-140f (city of coral
	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c  Supplier Item Notes  Attachments Type File Name or URL	Hour  Temporary employment services Group larsen Unit price per hour Location:essd governmental Purchasing cooperative gr Springs)emp	b white collar 1.senior office assistant Edwige start date:12/29/14 Ref:southeast florida roup Contract#13-d-140f (city of coral
	Temporary employment services Group b white collar 1.senior office assistant Edwige larsen Unit price per hour Location:essd start date:12/29/14 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d- 140f (city of c  Supplier Item Notes  Attachments Type File Name or URL	Hour  Temporary employment services Group larsen Unit price per hour Location:essd governmental Purchasing cooperative graphings)emp	b white collar 1.senior office assistant Edwige start date:12/29/14 Ref:southeast florida roup Contract#13-d-140f (city of coral



ine	Item	UOM	Price	Expiration Date
Utility billing - city hall Start date:01/05/15 Ref:southeast florida governmental Purchasing cooper				
	Supplier Item			
	Notes	Temporary employment services Group Unit price per hour Location:public utiliti Ref:southeast florida governmental Purch (city of coral Springs)emp	ies - Utility billing - city hall Sta	rt date:01/05/15
	Attachments			
	Type File Name or URL	Title	Description	
11	Temporary employment services Group b white collar 1.accounting assistant (mcdonald) Unit price per hour Location:public utilities - Utility billing - wwtp ist floor Start date:02/04/15 Ref:southeast florida governmental Purchasi	Hour	17.50	
	Supplier Item			
	Notes	Temporary employment services Group (mcdonald) Unit price per hour Location Start date:02/04/15 Ref:southeast florid Contract#13-d-140f (city of coral Springs)	on:public utilities - Utility billing la governmental Purchasing co	- wwtp ist floor
	Attachments			
	Type File Name or URL	Title	Description	
12	Temporary employment services Group b white collar 1.accounting assistant (dalina roberts) Unit price per hour Location:public utilities - Utility billing - city hall - room 103 Start date:02/20/15 Ref:southeast florida governm	Hour	17.50	
	Supplier Item			
	Notes	Temporary employment services Group roberts) Unit price per hour Location:p Start date:02/20/15 Ref:southeast florid	oublic utilities - Utility billing - ci la governmental Purchasing co	ty hall - room 103
		Contract#13-d-140f (city of coral Springs	s)emp	poperative group
	Attachments			poperative group
	Attachments Type File Name or URL	Contract#13-d-140f (city of coral Springs  Title	Description	poperative group



	tem		UOM	Price Expiration	Date
per hour Location:informati- technology - Communication Amelia sawyer Ref:southea florida governmental Purcha cooperative grou		gy - Communications awyer Ref:southeast overnmental Purchasing			
		Supplier Item			
		Notes	unit price per hour Location:information	b white collar 1.senior office assistant \$13. echnology - Communications Amelia sawy asing cooperative group Contract#13-d-140	yer
	Attachn	nents			
	Type	File Name or URL	Title	Description	
14	Group b office ass per hour technolog Tenae gr florida go	rry employment services white collar 1.senior sistant \$13.44 unit price Location:information gy - Communications rant Ref:southeast overnmental Purchasing ive group	Hour	13.44	
		Supplier Item			
			Temporary employment services Group	b white collar 1 senior office assistant \$13.	
				echnology - Communications Tenae grant asing cooperative group Contract#13-d-140	t
	Attachn	nents	Ref:southeast florida governmental Purch	echnology - Communications Tenae grant	t
	Attachn Type	nents File Name or URL	Ref:southeast florida governmental Purch	echnology - Communications Tenae grant	t
	Type	File Name or URL	Ref:southeast florida governmental Purch (city of coral Springs)emp	echnology - Communications Tenae grant asing cooperative group Contract#13-d-140  Description	t
15	Type  Tempora Group a operator Moving s public aff florida go	ry employment services blue collar Equipment ii Unit price per hour services Location:office of fairs Ref:southeast overnmental Purchasing ive group Contract#13-d-	Ref:southeast florida governmental Purch (city of coral Springs)emp	echnology - Communications Tenae grant asing cooperative group Contract#13-d-140	t
15	Type  Tempora Group a operator Moving s public aff florida go cooperat	ry employment services blue collar Equipment ii Unit price per hour services Location:office of fairs Ref:southeast overnmental Purchasing ive group Contract#13-d-	Ref:southeast florida governmental Purch (city of coral Springs)emp  Title	echnology - Communications Tenae grant asing cooperative group Contract#13-d-140  Description	t
15	Type  Tempora Group a operator Moving s public aff florida go cooperat	File Name or URL  ary employment services blue collar Equipment ii Unit price per hour services Location:office of fairs Ref:southeast overnmental Purchasing ive group Contract#13-d- of coral	Ref:southeast florida governmental Purch (city of coral Springs)emp  Title  Hour  Temporary employment services Group a	echnology - Communications Tenae grant asing cooperative group Contract#13-d-140  Description  13.20  blue collar Equipment operator ii Unit price ublic affairs Ref:southeast florida government	t Of
15	Type  Tempora Group a operator Moving s public aff florida go cooperat 140f (city	ry employment services blue collar Equipment ii Unit price per hour services Location:office of fairs Ref:southeast overnmental Purchasing ive group Contract#13-d- of coral  Supplier Item Notes	Ref:southeast florida governmental Purch (city of coral Springs)emp  Title  Hour  Temporary employment services Group a hour Moving services Location:office of preparative group Contract#1	echnology - Communications Tenae grant asing cooperative group Contract#13-d-140  Description  13.20  blue collar Equipment operator ii Unit price ablic affairs Ref:southeast florida government 3-d-140f (city of coral Springs)emp	t Of
15	Type  Tempora Group a operator Moving s public aff florida go cooperat 140f (city	ry employment services blue collar Equipment ii Unit price per hour services Location:office of fairs Ref:southeast overnmental Purchasing ive group Contract#13-d- of coral  Supplier Item Notes	Ref:southeast florida governmental Purch (city of coral Springs)emp  Title  Hour  Temporary employment services Group a hour Moving services Location:office of purch services.	echnology - Communications Tenae grant asing cooperative group Contract#13-d-140  Description  13.20  blue collar Equipment operator ii Unit price ublic affairs Ref:southeast florida government	t Of



Attachments

Type

File Name or URL

Blanket Purchase Order B002658 Line Item **UOM** Price **Expiration Date** Group b blue collar 1.equipment operator ii \$13.20 unit price per hour Location:office of public affairs Ref:southeast florida governmental Purchasing cooperative group Contract#13-d-140f (city of coral Spring Supplier Item Temporary employment services Group b blue collar 1.equipment operator ii \$13.20 unit Notes price per hour Location:office of public affairs Ref:southeast florida governmental Purchasing cooperative group Contract#13-d-140f (city of coral Springs)emp Attachments Type File Name or URL Title Description 17 Temporary employment services Hour 18.37 Group b white collar 1.accounting assistant (dalina roberts) Unit price per hour Location:public utilities - Utility billing - city hall room 103 Start date:02/20/15 extension 10/05/15 Ref:southe Supplier Item Temporary employment services Group b white collar 1.accounting assistant (dalina roberts) Unit price per hour Location:public utilities - Utility billing - city hall - room 103 Start date:02/20/15 extension 10/05/15 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d-140f (city of coral Springs)emp **Attachments** File Name or URL Title Type Description 18 Temporary employment services Hour 14.11 Group b white collar 1.sr. office assistant (amy zuniga) Unit price per hour Location:office of the city Clerk/records & archives city Hall - annex building Start date:10/19/15 Max hours increase Supplier Item Notes Temporary employment services Group b white collar 1.sr. office assistant (amy zuniga) Unit price per hour Location:office of the city Clerk/records & archives - city Hall - annex building Start date:10/19/15 Max hours increased 022316 Ref:southeast florida governmental Purchasing cooperative group Contract#13-d-140f (city of coral Springs)emp

Title

Description



ne Item	UOM	Price	Expiration Date
19 Temporary employment services Group b white collar 1.sr. office assistant (yvette fontanez) Unit price per hour Location:public utilities - Administration - WWTP Start date:10/26/15 Ref:southeast florida governmental Purchasing	Hour	14.11	
Supplier Item			
Notes	Temporary employment services Group b fontanez) Unit price per hour Location:pu date:10/26/15 Ref:southeast florida gover Contract#13-d-140f (city of coral Springs)east	ublic utilities - Administration nmental Purchasing cooper	n - WWTP Start
Attachments			
Type File Name or URL	Title	Description	
20 Temporary employment services Group b white collar 1.senior office assistant \$14.11 unit price per hour Location:information technology Claretha kimba Start date: 11/23/15 Max hours increased 2/19/16 Ref:southeast florida gov	Hour	14.11	
Supplier Item			
Notes	Temporary employment services Group b unit price per hour Location:information te 11/23/15 Max hours increased 2/19/16 R cooperative group Contract#13-d-140f (city	chnology Claretha kimba Ref:southeast florida govern	Start date:
Attachments			
Type File Name or URL	Title	Description	
21 Temporary employment services Group b white collar 1.office assistant \$12.47 unit price per hour Location:public utilities/ecsd Faye latson Start date: 04/25/16 Max hours increased 2/19/16 Ref:southeast florida governmental P	Hour	12.47	
Supplier Item			
Notes	Temporary employment services Group be price per hour Location:public utilities/ecse hours increased 2/19/16 Ref:southeast flogroup Contract#13-d-140f (city of coral Spr	d Faye latson Start date: orida governmental Purchas	04/25/16 Max



Line	Item		UOM	Price	Expiration Date
	Attachments				
	Type File Name o	r URI	Title	Description	
	Type The Ivallie o	) OIL	Title	Description	
23	23 Temporary employment services Group b white collar 1.accounting clerk 1 (alicia hayes hill) Unit price per hour Location:public utilities - Utility billing - city hall - room 103 Start date:08/15/16 - 11/10/16 Maximum hours = 5		Hour	15.75	
	Sı	upplier Item			
			Temporary employment services Gro hill) Unit price per hour Location:pub Start date:08/15/16 - 11/10/16 Maxim governmental Purchasing cooperative Springs)emp	olic utilities - Utility billing - city ha um hours = 520 Ref:southeast	all - room 103 florida
	Attachments				
	Type File Name o	r URL	Title	Description	
	,			<u> </u>	
28	Temporary employmen Overtime Group b wh 1.assistant Unit price Ref:southeast florida governmental Purchas cooperative group Cor 140f (city of coral Sprin	nite collar per hour sing ntract#13-d- ngs)emp	Hour  .  Temporary employment services Ove per hour Ref:southeast florida govern d-140f (city of coral Springs)emp		· · · · · · · · · · · · · · · · · · ·
	Attachments				
	Type File Name o	or URL	Title	Description	
20	G Temporary employmer Group b white collar 1, office assistant \$14.1 per hour prior To 10/15 \$14.67 unit price per h 10/15/2017 Location: commissioners Office vega Start d	senior 1 unit price 5/2017 nour after mayor &	Hour	14.11	
	Sı	upplier Item			
	30		Temporary employment services Gro unit price per hour prior To 10/15/2017 Location:mayor & commissioners Offic hours 80 Ref:southeast florida govern d-140f (city of coral Springs)emp Add	\$14.67 unit price per hour after be Jennifer vega Start date: 10 commental Purchasing cooperative	er 10/15/2017 0/02/2017 Max



ine Item	UOM	Price Expiration Date
Attachments		
Type File Name or URL	Title	Description
27 Temporary employment services Group b white collar 1.senior office assistant \$14.11 unit price per hour prior To 10/15/2017 \$14.67 unit price per hour after 10/15/2017 Location:mayor & commissioners Office Andrea cook Start dat	Hour	14.11
Supplier Item		
	unit price per hour prior To 10/15/2017 Location:mayor & commissioners Office	oup b white collar 1.senior office assistant \$14.11  y \$14.67 unit price per hour after 10/15/2017  be Andrea cook Start date: 10/02/2017 Max  nmental Purchasing cooperative group Contract#13-  led 09/28/2017
Attachments		
Type File Name or URL	Title	Description
28 Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour after 10/15/2017 Location:mayor & commissioners Office Jennifer vega Start date: 10/02/2017 Max hours 160 Ref:southeast f	Hour	14.67
Supplier Item		
Notes	unit price per hour after 10/15/2017 L vega Start date: 10/02/2017 Max ho	oup b white collar 1.senior office assistant \$14.67 cocation:mayor & commissioners Office Jennifer ours 160 Ref:southeast florida governmental ex#13-d-140f (city of coral Springs)emp Added
Attachments		
Type File Name or URL	Title	Description
29 Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour after 10/15/2017 Location:mayor & commissioners Office Andrea cook Start date: 10/02/2017 Max hours 160 Ref:southeast flo	Hour	14.67
Supplier Item		



e Item	UOM	Price Expiration	n Da
Notes	unit price per hour after 10/15/2017 L cook Start date: 10/02/2017 Max ho	oup b white collar 1.senior office assistant \$14 ocation:mayor & commissioners Office Andrours 160 Ref:southeast florida governmental ot#13-d-140f (city of coral Springs)emp Added	ea
Attachments Type File Name or URL	Title	Description	
Type File Name of OKL	Title	Description	
30 Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour after 10/15/2017 Location:building division Aura Andrade Megan Vila filling in for aura From July 7th, 2018 to February 1,2019.	Hour	14.67	
Supplier Item			
Notes	unit price per hour after 10/15/2017 L filling in for aura From july 7th, 2018 to	oup b white collar 1.senior office assistant \$1. ocation:building division Aura andrade Mega February 1,2019 Start date: 11/02/2017 Ma ernmental Purchasing cooperative group gs)emp Added 11/02/2017	n vi
Attachments			
Attachments  Type File Name or URL	Title	Description	
Type File Name or URL	Title Hour	Description 14.67	
Type File Name or URL  31 Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour Location:budget office Nathalie Thomas Start date: 02/12/2018 through FY2019 Max hours 730 Ref:southeast	Hour		
Type File Name or URL  31 Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour Location:budget office Nathalie Thomas Start date: 02/12/2018 through FY2019 Max hours 730 Ref:southeast Florida govern	Hour  . Temporary employment services Grounit price per hour Location:budget o	14.67  hup b white collar 1.senior office assistant \$1 <sup>4</sup> ffice Nathalie Thomas Start date: 02/12/201  theast florida governmental Purchasing coope	8
Type File Name or URL  31 Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour Location:budget office Nathalie Thomas Start date: 02/12/2018 through FY2019 Max hours 730 Ref:southeast Florida govern  Supplier Item Notes	Hour  Temporary employment services Grounit price per hour Location:budget of through FY19 Max hours 730 Ref:sou	14.67  hup b white collar 1.senior office assistant \$1 <sup>4</sup> ffice Nathalie Thomas Start date: 02/12/201  theast florida governmental Purchasing coope	8
Type File Name or URL  31 Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour Location:budget office Nathalie Thomas Start date: 02/12/2018 through FY2019 Max hours 730 Ref:southeast Florida govern  Supplier Item	Hour  Temporary employment services Grounit price per hour Location:budget of through FY19 Max hours 730 Ref:sou	14.67  hup b white collar 1.senior office assistant \$1 <sup>4</sup> ffice Nathalie Thomas Start date: 02/12/201  theast florida governmental Purchasing coope	8



e l	ltem	UOM	Price	Expiration Dat		
	Max hours 320 Ref:southeast florida gove					
	Supplier Item					
	Notes					
		group Contract#13-d-140f (city of coral Spri	ngs)emp Added 04/11/2	018		
	Attachmente					
	Attachments Type File Name or URL	Title	Description			
	Type The Hame of Citz	,,,,,,	Boompaon			
33	Temporary employment services Group b white collar 1.senior office assistant \$14.67 unit price per hour Location:public Utilities/engineering and Construction services division Yvonette narayan Start date: 07/02/2018 End date: 10	Hour	14.67			
	Supplier Item					
	Notes	Temporary employment services Group b unit price per hour Location:public Utilities/ division Yvonette narayan Start date: 07/ 814.3967 Ref:southeast florida governmer Contract#13-d-140f (city of coral Springs)en	engineering and Construction 02/2018 End date: 10/24/ ental Purchasing cooperation	ction services 2018 Max hours		
	Attachments					
	Type File Name or URL	Title	Description			
34	Sr. office assistant Glendora brown Start date: 07/25/2018 End date: 09/27/2018	Hour	14.67			
	Supplier Item					
		Sr. office assistant Glendora brown Start d	ate: 07/25/2018 End date	: 09/27/2018		
	Attachments					
	Type File Name or URL	Title	Description			
35	Temporary employment services Group b white collar Senior Office Assistant (Tia Perry) Start date: 1/14/19 - End date: 1/19/19 (Tia Perry) Location: IT Services	Hour	14.67			



Line	Item		L	OM Price	Expiration Date
	Attachn	nents			
	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 reprocurement.

#### 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



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.

#### <u>PUBLICITY</u>

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.

Signature: Paul A. Bassar

Director of Procurement & Contract Compliance