



City of Hollywood, Florida

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

DATE: **April 15, 2013**

RE: **BLANKET ORDER # B002208**

PRODUCT/SERVICE: **Janitorial Services - Fire
rescue Station #74**

**Honor Cleaning, LLC
Attn: Daniel Fieramonti
16113 E. Mayfair Drive
Loxahatchee, FL 33470**

Telephone Contact: **954-964-6446**
FAX: **561-792-6190**

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 checked="" type="checkbox"/> | RENEWAL OF FORMAL BID # F-4222-10-RD | 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 type="checkbox"/> | OTHER: | |

The term of this order is **6/1/2013** through **5/31/2014**.

The estimated dollar value is **\$25,178.00**.

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.

Insurance Certificates to be on file with the City as required by the City's 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 **Ralph Dierks** at (954) 921-**3223**

c: **Fire Rescue and Beach Safety**
Financial Services

CITY OF HOLLYWOOD
 BLANKET PURCHASE ORDERS
 06/01/10 - 05/31/14

BPO #	VENDOR	ADDR #	STOCK #	REF #	DATE	START DATE	END DATE	TYPE	TRANS #	UOM	MIN QTY	MAX QTY	ACCOUNT NAME	UNIT PRICE	QTY USED	TAX CODE
1	31954	0			05/05/10	06/01/10	05/31/14	N	251300000943	WK	00000001.0000	00000208.0000	WEEKLY 1 FL	59.00000	00000105.0000	
	HONOR CLEANING, LLC BPO DESCRIPTION: JANITORIAL SERVICE-F.S.#74: BPO DESCRIPTION: WEEKLY CHARGE FOR 1ST FLOOR OF BPO DESCRIPTION: F.S. 74 (LOBBY AND MEETING ROOM ONLY) SEVEN (7) DAYS PER WEEK BPO DESCRIPTION: BPO DESCRIPTION: AS PER PAGE 8 ITEM I OF THE BPO DESCRIPTION: SPECIFICATIONS OF BID NUMBER BPO DESCRIPTION: F-4222-10-RD.															
2	31954	0			05/05/10	06/01/10	05/31/14	N	251300000944	WK	00000001.0000	00000208.0000	WEEKLY 2 FL	110.00000	00000137.0000	
	HONOR CLEANING, LLC BPO DESCRIPTION: WEEKLY CHARGE FOR 2ND FLOOR OF BPO DESCRIPTION: F.S. 74 (SEVEN (7) DAYS PER WEEK SVC) BPO DESCRIPTION: BPO DESCRIPTION: AS PER PAGE 8 ITEM I OF THE BPO DESCRIPTION: SPECIFICATIONS OF BID NUMBER BPO DESCRIPTION: F-4222-10-RD.															
3	31954	0			05/05/10	06/01/10	05/31/14	N	251300000945	WK	00000001.0000	00000208.0000	WEEKLY 3 FL	120.00000	00000138.0000	
	HONOR CLEANING, LLC BPO DESCRIPTION: WEEKLY CHARGE FOR 3RD FLOOR OF BPO DESCRIPTION: F.S. 74 (FIVE (5) DAYS PER WEEK SVC.) BPO DESCRIPTION: BPO DESCRIPTION: AS PER PAGE 8 ITEM I OF THE BPO DESCRIPTION: SPECIFICATIONS OF BID NUMBER BPO DESCRIPTION: F-4222-10-RD.															
4	31954	0			05/05/10	06/01/10	05/31/14	N	251300000946	WK	00000001.0000	00000208.0000	WKLY-1D-1ST	55.00000	00000137.0000	
	HONOR CLEANING, LLC BPO DESCRIPTION: WEEKLY CHARGE FOR 1ST FLOOR OF BPO DESCRIPTION: F.S. 74 (LOBBY AND MEETING ROOM ONLY) BPO DESCRIPTION: BPO DESCRIPTION: ONE (1) DAY PER WEEK SERVICE BPO DESCRIPTION: BPO DESCRIPTION: AS PER PAGE 9 ITEM II OF BPO DESCRIPTION: SPECIFICATIONS OF BID NUMBER F-4222- BPO DESCRIPTION: 10-RD.															
5	31954	0			05/05/10	06/01/10	05/31/14	N	251300000947	WK	00000001.0000	00000208.0000	WKLY-1D-2FL	55.00000	00000137.0000	
	HONOR CLEANING, LLC BPO DESCRIPTION: WEEKLY CHARGE FOR 2ND FLOOR OF BPO DESCRIPTION: F.S. 74 ONE (1) DAY PER WEEK BPO DESCRIPTION: SERVICE															

CITY OF HOLLYWOOD
BLANKET PURCHASE ORDERS
06/01/10 - 05/31/14

BPO DESCRIPTION:					
BPO DESCRIPTION:	AS PER PAGE 9 ITEM II OF				
BPO DESCRIPTION:	SPECIFICATIONS OF BID NUMBER F-4222-				
BPO DESCRIPTION:	10-RD.				
6	31954	0	WKLY-1D-3FL	N 251300000948	WK
	HONOR CLEANING, LLC		910/39		
BPO DESCRIPTION:	WEEKLY CHARGE FOR 3RD FLOOR OF				
BPO DESCRIPTION:	F.S. 74 ONE (1) DAY PER WEEK				
BPO DESCRIPTION:	SERVICE				
BPO DESCRIPTION:					
BPO DESCRIPTION:	AS PER PAGE 9 ITEM II OF				
BPO DESCRIPTION:	SPECIFICATIONS OF BID NUMBER F-4222-				
BPO DESCRIPTION:	10-RD.				
7	31954	0	MONTHLY-1FL	N 251300000949	MO
	HONOR CLEANING, LLC		910/39		
BPO DESCRIPTION:	MONTHLY CHARGE FOR 1ST FLOOR				
BPO DESCRIPTION:	OF F.S. 74 (LOBBY & MEETING				
BPO DESCRIPTION:	ROOM ONLY)				
BPO DESCRIPTION:					
BPO DESCRIPTION:	AS PER PAGE 9 ITEM III OF				
BPO DESCRIPTION:	SPECIFICATIONS OF BID NUMBER F-4222-				
BPO DESCRIPTION:	10-RD.				
8	31954	0	MONTHLY-2FL	N 251300000950	MO
	HONOR CLEANING, LLC		910/36		
BPO DESCRIPTION:	MONTHLY CHARGE FOR 2ND FLOOR				
BPO DESCRIPTION:	OF F.S. 74				
BPO DESCRIPTION:					
BPO DESCRIPTION:	AS PER PAGE 9 ITEM III OF				
BPO DESCRIPTION:	SPECIFICATIONS OF BID NUMBER F-4222-				
BPO DESCRIPTION:	10-RD.				
9	31954	0	MONTHLY-3FL	N 251300000951	MO
	HONOR CLEANING, LLC		910/36		
BPO DESCRIPTION:	MONTHLY CHARGE FOR 3RD FLOOR				
BPO DESCRIPTION:	OF F.S. 74				
BPO DESCRIPTION:					
BPO DESCRIPTION:	AS PER PAGE 9 ITEM III OF				
BPO DESCRIPTION:	SPECIFICATIONS OF BID NUMBER F-4222-				
BPO DESCRIPTION:	10-RD.				
10	31954	0	SEMI-1FL	N 251300000952	EA
	HONOR CLEANING, LLC		910/36		
BPO DESCRIPTION:	SEMI-ANNUAL CHARGE FOR 1ST				
BPO DESCRIPTION:	FLOOR OF F.S. 74 (LOBBY &				
BPO DESCRIPTION:	MEETING ROOM ONLY)				
BPO DESCRIPTION:					
BPO DESCRIPTION:	CARPETS TO BE STEAM CLEANED				
BPO DESCRIPTION:					
BPO DESCRIPTION:	AS PER PAGE 10 ITEM IV OF				
BPO DESCRIPTION:	SPECIFICATIONS OF BID NUMBER F-4222-				
BPO DESCRIPTION:	10-RD.				
11	31954	0	SEMI-2FL	N 251300000953	EA

55.00000 00000137.0000

00000001.0000 00000208.0000

00000001.0000 00000044.0000

25.00000 00000032.0000

25.00000 00000032.0000

00000001.0000 00000050.0000

25.00000 00000034.0000

00000001.0000 00000008.0000

35.00000 00000006.0000

00000001.0000 00000008.0000

150.00000 00000006.0000

CITY OF HOLLYWOOD
BLANKET PURCHASE ORDERS
06/01/10 - 05/31/14

HONOR CLEANING, LLC 910/36
 BPO DESCRIPTION: SEMI-ANNUAL CHARGE FOR 2ND
 FLOOR OF F.S. 74
 BPO DESCRIPTION:
 BPO DESCRIPTION: CARPETS TO BE STEAM CLEANED
 BPO DESCRIPTION:
 BPO DESCRIPTION: AS PER PAGE 10 ITEM IV OF
 SPECIFICATIONS OF BID NUMBER F-4222-
 10-RD.

12 31954 0 SEMI-3FL N 251300000954 EA 00000001.0000 000000008.0000 150.00000 000000006.0000
 910/36

HONOR CLEANING, LLC 910/36
 BPO DESCRIPTION: SEMI-ANNUAL CHARGE FOR 3RD
 FLOOR OF F.S. 74
 BPO DESCRIPTION:
 BPO DESCRIPTION: CARPETS TO BE STEAM CLEANED
 BPO DESCRIPTION:
 BPO DESCRIPTION: AS PER PAGE 10 ITEM IV OF
 SPECIFICATIONS OF BID NUMBER F-4222-
 10-RD.



CITY OF HOLLYWOOD, FLORIDA
PROCUREMENT SERVICES DIVISION

DATE: April 15, 2013

FILE: PR-13-82

TO: Cathy Swanson-Rivenbark, City Manager

VIA: Matthew Lalla
Director, Financial Services

Matthew Lalla

2013 APR 16 AM 10:30

OFFICE OF C-MGR HLND

FROM: Joel Wasserman
Director, Procurement Services

Joel Wasserman

SUBJECT: Recommendation to Renew the Blanket Purchase Agreement for Janitorial Services – Fire Rescue Station #74 with Honor Cleaning, LLC for an estimated annual amount of \$25,178.00

ISSUE:

Authorization to Renew Blanket Purchase Order Number B002208.

EXPLANATION:

The Fire Rescue and Beach Safety Department requires Janitorial Services at Fire Rescue Station 74.

On May 14, 2010, the City Manager approved award of a Blanket Purchase Order agreement to Honor Cleaning, LLC for Janitorial Services for Fire Rescue Station 74 for a two (2) year period with an option to renew for two (2) additional one (1) year periods in an estimated annual amount of \$25,178.00.

On March 9, 2012, the City Manager authorized the renewal of Blanket Purchase Order number B002208 with Honor Cleaning, LLC for Janitorial Services for Fire Rescue Station 74 for a one (1) year period with an option to renew for one (1) additional one (1) year period.

Honor Cleaning has provided janitorial services to the City over the past three (3) years and their services are satisfactory.

The City wishes to utilize its second renewal option, and Honor Cleaning has agreed to renew the current agreement for a final one (1) year period under the same terms, conditions and pricing.

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April 15, 2013
File No. PR-13-82

Funding has been provided for in the fiscal year 2013 budget in the Fire Department's Account Number 01.2151.00000.522.004635.

RECOMMENDATION:

The Fire Chief and the Director of Procurement Services recommend that approval be granted to renew the attached Blanket Purchase Order #B002208 with Honor Cleaning, LLC of Loxahatchee, Florida, for Janitorial Services for Fire Station 74 in an estimated annual amount of \$25,178.00.

Authorization:



Dated _____, 2013

 Cathy Swanson-Rivenbark, City Manager

JW:RD:dw

ADM 1250 FY 2013/13

Attachments: Department Recommendation
Vendor Renewal Letter
Blanket Purchase Order #B002208

c: Fire Chief



CITY OF HOLLYWOOD, FLORIDA
PROCUREMENT SERVICES DIVISION

DATE: December 3, 2012

FILE: PR-13-41

TO: Virgil Hernandez, Chief
Fire Rescue & Beach Safety Department

FROM:  Ralph Dierks, Senior Procurement Specialist
Procurement Services Division

SUBJECT: Blanket Contract Renewal for Janitorial Services – Fire Rescue Station 74
– B002208 – Honor Cleaning, LLC

ISSUE:

The current period of the above contract expires May 31, 2013. The contract is renewable for a one (1) year period if it is determined to be in the City's best interest and the vendor agrees to the renewal in writing.

EXPLANATION:

Notification of Intent to Renew must be mailed to the vendor sixty (60) calendar days in advance of the contract expiration date. Accordingly, it is requested that you give this matter your immediate attention thereby providing a timely reply to preclude contract expiration.

If you do not want to renew this contract, please explain the reason(s) in a separate memo. Also note that this contract will expire on the date mentioned above and if a new contract is to be established, you must submit bid specifications.

RECOMMENDATION:

Please reply before December 18, 2012 by returning this memo appropriately filled out, signed and dated.

Date: 12/4/12 To: Ralph Dierks, Procurement Services

The Fire Chief recommends the following:

RENEW the contract under the same terms and conditions. The Budget Account Number to be charged is 01-2151.00000.522.004635.
For RENEWALS, please advise if contract pricing is competitive with the current marketplace for this commodity/service. Please give details in memoform and provide any backup you may have along with the memo.

DO NOT renew this contract. See attached memo explaining the reason(s).

DO NOT renew this contract. DO NOT prepare a replacement bid (items/services no longer needed).

Estimated annual usage/expenditure is \$25,178.00

By: 

Title: Fire Chief



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

2600 HOLLYWOOD BLVD. · ROOM 303 · P. O. Box 229045 · ZIP 33022-9045

PHONE: 954-921-3299 · FAX: 954-921-3086

December 14, 2012

Honor Cleaning, LLC
Attn: Daniel Fieramonti
16113 E. Mayfair Drive
Loxahatchee, FL 33470

*New Address 25, 178 all
14704 75th Lane N.
Loxahatchee, FL
33470*

Dear Fieramonti:

Our Agreement for Janitorial Services – Fire Rescue Station #74 based upon F-4222-10-RD, Blanket Purchase Order B002208, expires on May 31, 2013.

The Procurement Services Division would like to renew the agreement for a one (1) year period under the terms and conditions of City of Hollywood Blanket Purchase Order B002208 (copy attached).

If you are willing to honor your bid pricing for this agreement, please sign below. If you are not, please sign and explain reason(s) in a separate letter.

Thanks for your help with this matter and as always, please call me at 954-921-3223 or e-mail to rdierks@hollywoodfl.org if you have any questions.

A response by January 11, 2013 would be appreciated.

Sincerely, *Ralph Dierks*

Ralph Dierks, Senior Procurement Specialist
Procurement Services Division

RD/dw

I agree: *[Signature]*
I disagree: _____

Name: *Daniel K. Fieramonti, President*
(Typed or Printed & signature)

Date: *12/26/12*