

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 11/05/2021

Contract/Lease Control #: C21-3022-TDD

Procurement#: ITB TDD 78-20

Contract/Lease Type: AGREEMENT

Award To/Lessee: SOLO PRINTING

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 11/10/2020

Expiration Date: 11/09/2022 W/3 1 YR RENEWALS

Description of: DESTIN-FT. WALTONG BEACH VISITOR GUIDE

Department: TDD

Department Monitor: ADAMS

Monitor's Telephone #: 850-651-7131

Monitor's FAX # or E-mail: JADAMS@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS

**PROCUREMENT/CONTRACT/LEASE
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C21-3022-TOR Tracking Number: 4447-22
Procurement/Contractor/Lessee Name: Solo Printing Grant Funded: YES ☐ NO ☒
Purpose: renewal / amendment
Date/Term: 11-9-22
Department #: 1151
Account #: 547002
Amount: 68,669 plus fulfillment
Department: TOR Dept. Monitor Name: Adams

1. ☐ GREATER THAN \$100,000
2. ☒ GREATER THAN \$50,000
3. ☐ \$50,000 OR LESS

Purchasing Review

Procurement or Contract/Lease requirements are met: DeRita Mason Date: 11-4-22
Purchasing Manager or designee Jeff Hyde, DeRita Mason, Jessica Darr, Angela Etheridge

2CFR Compliance Review (if required)

Approved as written: no federal bids Grant Name: _____
Date: _____
Grants Coordinator _____

Risk Management Review

Approved as written: see email attached Date: 11-4-21
Risk Manager or designee Lisa Price

County Attorney Review

Approved as written: see email attached Date: 11-4-21
County Attorney Lynn Hoshihara, Kerry Parsons or Designee

Department Funding Review

Approved as written: _____ Date: _____

IT Review (if applicable)

Approved as written: _____ Date: _____

DeRita Mason

From: Lynn Hoshihara
Sent: Thursday, November 4, 2021 6:38 AM
To: DeRita Mason
Cc: Kerry Parsons; Karen Donaldson
Subject: Re: Solo amendment 2
Attachments: image002.png; image001.jpg; Solo Amend 2.docx

This is approved as to legal sufficiency.

On Nov 4, 2021, at 7:30 AM, DeRita Mason <dmason@myokaloosa.com> wrote:

Good morning ladies,
Can this be reviewed quickly? The current contract expires in a few days. See Charlotte's email below.

Thank you,

DeRita Mason

DeRita Mason, CPPB, NIGP-CPP
Senior Contracts and Lease Coordinator
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536
(850) 689-5960
dmason@myokaloosa.com

"Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure."

From: Charlotte Dunworth <cdunworth@myokaloosa.com>
Sent: Thursday, November 4, 2021 6:26 AM
To: DeRita Mason <dmason@myokaloosa.com>
Subject: Solo amendment 2

Hi DeRita – please begin contract coordination.

p.s. – the current contract expires 11/9, sorry for the rush!

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DeRita Mason

From: Karen Donaldson
Sent: Thursday, November 4, 2021 9:19 AM
To: DeRita Mason
Subject: RE: Solo amendment 2

This is approved by risk management for insurance purposes.

Thank you

Karen Donaldson

Karen Donaldson
Claims Examiner
Okaloosa County Risk Management
302 N Wilson Street, Suite 301
Crestview, Fl. 32536
850.683.6207 / 850.585.8915 Cell
KDonaldson@myokaloosa.com



For all things Wellness please visit:

<http://www.myokaloosa.com/wellness>

Please note: Due to Florida's very broad public records laws, most written communications to or from county employees regarding county business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

From: DeRita Mason
Sent: Thursday, November 4, 2021 6:31 AM
To: Lynn Hoshihara <lhoshihara@myokaloosa.com>
Cc: Kerry Parsons <kparsons@myokaloosa.com>; Karen Donaldson <kdonaldson@myokaloosa.com>
Subject: FW: Solo amendment 2
Importance: High

Good morning ladies,
Can this be reviewed quickly? The current contract expires in a few days. See Charlotte's email below.

Thank you,

RENEWAL & AMENDMENT NO. 2 TO
AGREEMENT BETWEEN OKALOOSA COUNTY, FLORIDA AND SOLO PRINTING
(COUNTY CONTRACT # C21-3022-TDD)

This RENEWAL & AMENDMENT NO. 2 hereby renews and amends the Agreement for Destin-Fort Walton Beach Visitor Guide-Print & Optional Fulfillment (County Contract # C21-3022-TDD) by and between Okaloosa County, Florida ("County") and Solo Printing ("Contractor").

WHEREAS, the initial one-year term of the Contract expires November 9, 2021; and

WHEREAS, the Contract provides the option for four, one-year renewals; and

WHEREAS, both parties desire to exercise the first one-year renewal option through November 9, 2022; and

WHEREAS, the County desires to amend the scope of services to add additional pages as a result of voter-approved expansion of the taxing district;

NOW THEREFORE, in consideration of the mutual covenants herein and other good and valuable consideration, the parties hereby agree to amend the Contract as follows:

(~~stricken~~ words indicate deletions, underlined words indicate additions).

1. Section 4. Compensation shall be amended as follows: "...total amount of ~~fifty-five thousand five hundred eighty-five~~ sixty-six thousand seven hundred sixty-nine for printing and shipping plus \$1,900 per 3,000 qty envelopes plus fulfillment \$TBD..."
2. Attachment A, Specifications shall be amended as follows:

Description	Destin Fort Walton Beach Visitor Guide				
Pages	76 Pages + 4 Page Cover				
Envelope	9 x 12 Booklet Envelope. 28 lb WW 2/0 PMS light coverage no bleeds				
Size	10.875 x 8.375 (oblong)				
Paper	100.0 lb Gloss Cover				
	100.0 lb Gloss Text				
Ink Cover	4/4+ Satin Varnish				
Ink text	4/4+ web Varnish Satin				
	4/4+ web Varnish Satin				
Prepress	Files - Epson Proof Output from Customer Supplied PDF				
Finishing	Trim, Perfect Bind				
Shipping	Insert catalog into envelope, DP, NCOA, seal, inkjet and deliver to local USPS for 3M copies. Balance FOB FL 32548 D2D				

Prices

Quantity	Prices	Print	Freight	Envelope
50,000	\$68,669.00	\$65,569	\$1,200	\$1,900

3. This RENEWAL & AMENDMENT NO. 2 shall be effective upon execution by the County and continue through November 9, 2022.
4. All other provisions of Contract C21-3022-TDD shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed on the day and year last hereinbelow written.

CONTRACT: C21-3022-TDD
SOLO PRINTING
DESTIN-FT. WALTON BEACH VISITOR GUIDE
EXPIRES: 11/09/2022 W/3 1 YR RENEWALS

SOLO PRINTING

Viviana Rauseo
Viviana Rauseo, Account Executive

Date: 11/7/21

OKALOOSA COUNTY, FLORIDA

Digitally signed by John
Hofstad
Date: 2021.11.05
10:41:29 -05'00'
John Hofstad, County Administrator

Date: _____