

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 11/14/2023

Contract/Lease Control #: C21-3022-TDD

Procurement#: ITB TDD 78-20

Contract/Lease Type: CONTRACT- AGREEMENT

Award To/Lessee: SOLO PRINTING

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 11/10/2020

Expiration Date: 11/09/2024 W/ (1) 1 YR REWAL

Description of: DESTIN-FORT WALTON 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: <u>C21-3022-TDD</u>		Tracking Number: <u>5007-24</u>	
Procurement/Contractor/Lessee Name: <u>Solo Printing</u>		Grant Funded: YES ___ NO <u>X</u>	
Purpose: <u>Amendment #5</u>			
Date/Term: <u>11/9/2024</u>		1. <input type="checkbox"/> GREATER THAN \$100,000	
Department #: <u>1151</u>		2. <input checked="" type="checkbox"/> GREATER THAN \$50,000	
Account #: <u>547002</u>		3. <input type="checkbox"/> \$50,000 OR LESS	
Amount: <u>\$85,603.02</u>			
Department: <u>TDD</u>		Dept. Monitor Name: <u>Adams</u>	

Purchasing Review	
Procurement or Contract/Lease requirements are met:	
<u>Amber Hammonds</u>	Date: <u>11/7/23</u>

2CFR Compliance Review (if required)	
Approved as written:	
Required: Yes ___ No ___	Grant Name: _____
<u>N/A</u>	Date: _____
Grants Coordinator – Suzanne Ulloa	

Risk Management Review	
Approved as written:	
<u>See Attached Email</u>	Date: <u>11/7/23</u>
Risk Manager or designee – (Circle One: Karen Donaldson / Jacqueline Mtichuk / <u>Odessa Cooper-Pool</u>)	

County Attorney Review	
Approved as written:	
<u>See Attached Email</u>	Date: <u>11/7/23</u>
County Attorney - (Circle One: <u>Lynn Hoshihara</u> , Kerry Parsons or Designee)	

Department Funding Review	
Approved as written:	
_____	Date: _____

Approved as written:	
_____	Date: _____

C21-3022-TDD
SOLO PRINTING
Destin - Fort Walton Beach Visitor Guide
Expires: 11/09/2024 W/ (1) 1 Yr Renewal

Amber Hammonds

From: Odessa Cooper-Pool
Sent: Tuesday, November 7, 2023 2:54 PM
To: Amber Hammonds
Cc: Kerry Parsons; Lynn Hoshihara
Subject: RE: Urgent - FW: For Coordination: Solo Amendment/Renewal C21-3022-TDD
Attachments: Amendment 5- Renewal #3.pdf

Hello Amber,

Amendment 5 for Solo Printing has been reviewed and is approved by Risk Management for insurance purposes. There are no insurance elements involved.

Thank you,

Odessa Cooper-Pool

Public Records & Contracts Specialist |Risk Management
Okaloosa County BCC
302 N. Wilson Street, Crestview, FL 32536
Office: 1-850-689-4111



"And, when you want something, all the universe conspires in helping you to achieve it." — Paulo Coelho, *The Alchemist*

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: Amber Hammonds <ahammonds@myokaloosa.com>
Sent: Tuesday, November 7, 2023 9:42 AM
To: Jacqueline Matichuk <jmatichuk@myokaloosa.com>; Kerry Parsons <kparsons@ngn-tally.com>; Lynn Hoshihara <lhoshihara@myokaloosa.com>; Odessa Cooper-Pool <ocooperpool@myokaloosa.com>
Subject: Urgent - FW: For Coordination: Solo Amendment/Renewal C21-3022-TDD
Importance: High

Good morning ladies,

Please see below for the urgency.

Please review and approve the amendment for C21-3022-TDD.

The contract may be viewed at <https://vrapp.vendorregistry.com/Contract/View/Contract?contractId=c31946de-0708-47ca-8b20-64b2f1249275> in Vendor Registry.

Thank you,

Amber Hammonds

Contracts & Lease Coordinator
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536
Phone: 850.689.5960 ext. 6962 Fax: 850.689.5970
Email: ahammonds@myokaloosa.com



SAVE THE DATE!! Registration is now OPEN!!
Pars for Procurement Golf Classic
CGCC Annual Pars for Procurement Golf Classic
November 17, 2023
Blackwater Golf Club
4927 Antioch Road
Crestview, FL 32536
 **BLACKWATER**
GOLF CLUB
[REGISTER HERE](#)

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From: Kimberly McDonald <kmcdonald@myokaloosa.com>
Sent: Tuesday, November 7, 2023 9:34 AM
To: DeRita Mason <dmason@myokaloosa.com>
Cc: Amber Hammonds <ahammonds@myokaloosa.com>
Subject: For Coordination: Solo Amendment/Renewal C21-3022-TDD
Importance: High

Good Morning!

This is a tight one- expiring 11/9/2023- had difficulty obtaining the revised pricing from the vendor. Hoping we can make the deadline and avoid having to take it to the board for retroactive approval.

1410- 542001 / 544620 / 547002
\$85,603.02

Please let me know if you need anything additional and my apologies for the tight timeline!



KIM MCDONALD
Financial Analyst
Destin-Fort Walton Beach, Florida
850.609.3891
1250 Miracle Strip Pkwy SE, Fort Walton Beach, FL 32548
destinfwb.com

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Amber Hammonds

From: Lynn Hoshihara
Sent: Tuesday, November 7, 2023 1:34 PM
To: Amber Hammonds; Jacqueline Matichuk; Kerry Parsons; Odessa Cooper-Pool
Subject: Re: Urgent - FW: For Coordination: Solo Amendment/Renewal C21-3022-TDD

This is approved.

Lynn M. Hoshihara
County Attorney
Okaloosa County, Florida

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From: Amber Hammonds
Sent: Tuesday, November 7, 2023 10:41:57 AM
To: Jacqueline Matichuk; Kerry Parsons; Lynn Hoshihara; Odessa Cooper-Pool
Subject: Urgent - FW: For Coordination: Solo Amendment/Renewal C21-3022-TDD

Good morning ladies,

Please see below for the urgency.

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Thank you,

Amber Hammonds

Contracts & Lease Coordinator
Okaloosa County Purchasing Department
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Phone: 850.689.5960 ext. 6962 Fax: 850.689.5970
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From: Kimberly McDonald <kmcdonald@myokaloosa.com>
Sent: Tuesday, November 7, 2023 9:34 AM
To: DeRita Mason <dmason@myokaloosa.com>

Cc: Amber Hammonds <ahammonds@myokaloosa.com>

Subject: For Coordination: Solo Amendment/Renewal C21-3022-TDD

Importance: High

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\$85,603.02

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**DESTIN
FORT
WALTON
BEACH
FLORIDA**

KIM MCDONALD

Financial Analyst

Destin-Fort Walton Beach, Florida

850.609.3891

1250 Miracle Strip Pkwy SE, Fort Walton Beach, FL 32548

destinfb.com

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RENEWAL & AMENDMENT NO. 5 TO
AGREEMENT BETWEEN OKALOOSA COUNTY, FLORIDA AND SOLO PRINTING
(COUNTY CONTRACT # C21-3022-TDD)

This AMENDMENT NO. 5 hereby amends the Agreement for Destin-Fort Walton Beach Visitor Guide-Print & Optional Fulfillment ("Contract") by and between Okaloosa County, Florida ("County") and Solo Printing ("Contractor").

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

WHEREAS, the Contract provides the option for four (4), one-year renewals, with the first renewal option exercised through November 9, 2022 and the second renewal option exercised through November 9, 2023; and

WHEREAS, both parties now desire to exercise the third one-year renewal option through November 9, 2024; and

WHEREAS, the Contractor desires to amend pricing to reflect current market conditions.

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 eighty-five thousand six hundred three~~eighty-seven thousand four hundred seventy-two~~ dollars and 257 cents (~~\$85,603.02~~\$87,472.57) for printing and envelopes plus fulfillment \$TBD"
2. Attachment A, Specifications shall be amended as follows:

Description	Destin Fort Walton Beach Visitor Guide 2024		
Pages	84 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		
Paper	100.0 lb Gloss Cover		
	80.0 lb Gloss Text		
	80.0 lb Gloss Text		
Ink Cover	4/4+ Overall Satin Varnish		
Text	4/4+ Overall Satin Varnish		
Prepress	Files - Epson Proof Output from Customer Supplied PDF		
Finishing	Trim, Perfect Bind Con Adh		
Mailing	Insert catalog into envelope, DP, NCOA, seal, inkjet and deliver to local USPS for 3M copies		
Shipping	County will reimburse actual cost of shipping. 47M copies FOB FL 32548 D2D		
Terms	Net 30 Days		
Prices			
	Quantity	Prices	
	50,000	\$85,603.02	
	Price includes the cost for 12,000 envelopes to be held for monthly insertions		

3. This AMENDMENT NO. 5 shall be effective upon execution by the County.

4. All other provisions of the Contract 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 herein below written.

C21-3022-TDD
SOLO PRINTING
Destin - Fort Walton Beach Visitor Guide
Expires: 11/09/2024 W/ (1) 1 Yr Renewal

SOLO PRINTING

Viviana Rauseo

Viviana Rauseo, Account Executive

Date: **11/9/2023**

OKALOOSA COUNTY, FLORIDA

John Hofstad

Digitally signed by John Hofstad
Date: 2023.11.09 15:19:36 -06'00'

John Hofstad, County Administrator

Date: _____