

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 09/29/2022

Contract/Lease Control #: C08-1671-LIB

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: OKALOOSA COUNTY SCHOOL BOARD

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/01/2022

Expiration Date: 09/30/2023

Description of: LIBRARY COOPERATIVE COURIER SERVICES

Department: LIB

Department Monitor: STEVEER

Monitor's Telephone #: 850-609-5102

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

Closed:

Cc: BCC RECORDS



# CONTRACT/LEASE RENEWAL FORM

August 26, 2022  
Okaloosa County School District  
Attn: Mr. Tim Bryant, School Board Chair  
120 Lowery Place SE  
Fort Walton Beach, FL 32548  
RE: Courier service to public libraries

CONTRACT: C08-1671-LIB  
OKALOOSA COUNTY SCHOOL BOARD  
LIBRARY COOPERATIVE COURIER SERVICES  
EXPIRES: 09/30/2023

Dear Mr. Bryant:

The Okaloosa County Board of County Commissioners agrees to renew the subject contract/lease, # C08-1671-LIB for an additional term. The contract renewal period will be Oct. 1, 2022 to Sept. 30, 2023. The annual budgeted amount for this contract is \$9,950.00. All other terms and conditions of the original agreement shall remain in full force and effect through the duration of this renewal.

**If you are in agreement, please sign below and return this form along with a current Certificate of Insurance listing Okaloosa County as co-insured (if applicable).**

COUNTY REPRESENTATIVES

AUTHORIZED COMPANY REPRESENTATIVE

Dept. Director Vicky Stever  
Signature: \_\_\_\_\_  
Digitally signed by Vicky Stever  
Date: 2022.08.26 16:39:27 -05'00'

Contractor: Okaloosa County School District

Date: \_\_\_\_\_

Approved By: Jeffrey A. Hyde  
(as prescribed below on item 1)

Approved By: Timothy Bryant  
Timothy Bryant

Date: \_\_\_\_\_

Approved By: Stacy  
(as prescribed below on item 1)

Title: School Board Chairman

Date: 8/30/2022

Date: September 12, 2022

**County Department Instructions:**

- 1) Obtain signatures from Department Director, authorized Company Representative and then Purchasing Manager <\$25K and less, OMB Director \$25K to \$50K, County Administrator <\$100K and less or Board >\$100K, as necessary. If Board approval is required, the Chairman and County Administrator's signatures are required. Make sure the company provides a current Certificate of Insurance. (If applicable).
- 2) Keep a copy of this form for your records.
- 3) Send original to Contracts and Lease Coordinator at Purchasing Department.  
If you have any questions please contact the Purchasing Manager at 850-689-5960, Fax: 850-689-5970