

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 09/29/2023

Contract/Lease Control #: C20-2887-TDD

Procurement#: SINGLE SOURCE

Contract/Lease Type: CONTRACT-AGREEMENT

Award To/Lessee: CVENT

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/01/2023

Expiration Date: 09/30/2024

Description of: AD LISTING, DASHBOARD & EVENT DIAGRAMMING

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: C202887-TM Tracking Number: 4961-23
Procurement/Contractor/Lessee Name: CRENT Grant Funded: YES ___ NO X
Purpose: Renewal
Date/Term: 1 year 1. GREATER THAN \$100,000
Department #: 1173-548070 6,614.00 2. GREATER THAN \$50,000
Account #: 1410-548041 14,380.50 3. \$50,000 OR LESS
1410-548270 10,529.00
Amount: _____
Department: TDD Dept. Monitor Name: Adams

Purchasing Review

Procurement or Contract/Lease requirements are met: Adams Date: 9-21-23
Purchasing Manager or designee: _____ DeRita Mason, Erin Poole, Amber Hammonds

2CFR Compliance Review (if required)

Approved as written: no Federal Only Grant Name: _____ Date: _____
Grants Coordinator: _____ Suzanne Ulloa

Risk Management Review

Approved as written: see email attached Date: 9-20-23
Risk Manager or designee: _____ Lydia Garcia

County Attorney Review

Approved as written: see email attached Date: 9-26-23
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: Tuesday, September 26, 2023 8:46 AM
To: DeRita Mason
Cc: Kerry Parsons; Charlotte Dunworth; Melissa Read; Faye Douglas
Subject: Re: URGENT FW: Cvent Renewal Agreements To Be Signed

DeRita,

This is approved.

Lynn

Lynn M. Hoshihara
County Attorney
Okaloosa County, Florida

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, September 21, 2023 7:21:08 AM
To: Lynn Hoshihara
Cc: Kerry Parsons; Charlotte Dunworth; Melissa Read; Faye Douglas
Subject: URGENT FW: Cvent Renewal Agreements To Be Signed

Good morning,
Please review the attached and see email traffic below for more details.

Thank you,

DeRita Mason



DeRita Mason, CPPO, CPPB, NIGP-CPP
Purchasing Manager
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536
Office:(850) 689-5960 Ext. 6966
Cell: (850) 826-8010

DeRita Mason

From: Odessa Cooper-Pool
Sent: Friday, September 22, 2023 10:51 AM
To: DeRita Mason
Subject: FW: URGENT FW: Cvent Renewal Agreements To Be Signed
Attachments: REVISED 9 20 2023 Cvent 1 Year Renewal for Destin FWB.pdf; REVISED 9 20 2023 Cvent 1 Year Renewal for Destin FWB Convention Center.pdf

Importance: High

Good morning DeRita,

The Cvent renewal has been reviewed and is approved by Risk Management for insurance purposes.

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***

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From: DeRita Mason <dmason@myokaloosa.com>
Sent: Thursday, September 21, 2023 7:18 AM
To: Odessa Cooper-Pool <ocooperpool@myokaloosa.com>
Cc: Jacqueline Matichuk <jmatichuk@myokaloosa.com>
Subject: URGENT FW: Cvent Renewal Agreements To Be Signed
Importance: High

Good morning,
Please review and approve the attached.
Thank you,

DeRita Mason



Customer: Destin-Fort Walton Beach Convention Center	Cvent, Inc.
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Billing Address:
1250 Miracle Strip Pkwy. SE
Fort Walton Beach, FL 32548

1765 Greensboro Station Place, 7th Floor
Tysons Corner, VA 22102
Billing Dept. Phone: 703.226.3522
Billing Dept. Email: Receivables@cvent.com

Software, Enhanced RFP Services, Paid Advertising, Analytics, Fees and Usage Totals

Total Price Before Discount	USD 15,500.00
Discount	USD 4,971.00
TOTAL FEES PAYABLE in USD*	USD 10,529.00

Listing Advertisement(s), Software, Services and CONNECT	Quantity	Service Term	Fee
CSN Advertising - 3 Diamond	1	10/1/2023 - 9/30/2024	USD 10,529.00

Contract Term

The term is 10/1/2023 to 9/30/2024.

Services

The Cvent services set forth herein ("Services"), subject to the applicable Terms of Use located at: <http://www.cvent.com/en/product-terms-of-use.shtm>. This Order Form and applicable Terms of Use, collectively, comprise the "Agreement." The Term and Fees Associated with the Services are as set forth above.

Payment Terms

Annual Upfront by Invoice; Payment due Net 30 from Invoice Date.

Tax/VAT/GST/ABN ID #:

Is Purchase Order Required?: No

Price does not include sales tax or any other applicable taxes.

Purchase Order #:

Please put PO here if required

Purchase Order Portal:

Pricing Valid Through: 9/22/2023

Additional Terms

Diamond Waitlist Opt-In Signature

By checking this box and providing your initials signature, you are opting into the diamond waitlist terms as outlined herein.

Billing Contact Details:	Billing Address:	Service Address:
Name: Melissa Read	Street: 1250 Miracle Strip Pkwy. SE	Street: 1250 Miracle Strip Pkwy. SE
Title: General Manager - Convention Center	City: Fort Walton Beach	City: Fort Walton Beach
Email: mread@myokaloosa.com	State: FL	State: FL
Phone: (850) 609-3903	Zip Code: 32548	Zip Code: 32548
	Country: US	Country: US

Update Billing Contact Details (Only if the Billing Contact details are incorrect)

Are there updates that need to be made to billing Contact Listed here? no

Cvent Signatory

Customer Signatory

Signatory represents that s/he is the authorized to bind the Supplier entity listed above.

Name: John Oliver

Name: Faye Douglas

Title: Director of Accounts, Hospitality Cloud

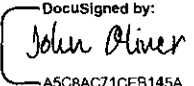
Title: OMB Director

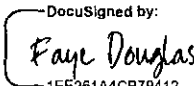
Email: joliver@cvent.com

Email: fdouglas@myokaloosa.com

Phone: (571) 765-5683

Phone: +18506093800

Signature: 
A5C8AC71CEB145A...

Signature: 
1EE261A4CB79412...

Date Signed: 26-Sep-2023

Date Signed: 26-Sep-2023



SUPPLIER & VENUE SOLUTIONS

Customer: Destin-Fort Walton Beach Florida	Cvent, Inc.
Billing Address: Okaloosa County Tourist Development Department 1540 Miracle Strip Pkwy P.O. Box 609 Fort Walton Beach, FL 32548	1765 Greensboro Station Place, 7th Floor Tysons Corner, VA 22102 Billing Dept. Phone: 703.226.3522 Billing Dept. Email: Receivables@cvent.com

Software, Enhanced RFP Services, Paid Advertising, Analytics, Fees and Usage Totals

Total Price Before Discount	USD 39,053.00
Discount	USD 18,058.50
TOTAL FEES PAYABLE in USD*	USD 20,994.50

Listing Advertisement(s), Software, Services and CONNECT	Quantity	Service Term	Fee
CSN Advertising - 3 Diamond	1	10/1/2023 - 9/30/2024	USD 10,529.00

Bundle Advertisement(s) & Microsite Packages	Quantity	Linked To	Ad Location	Service Term
CSN Productivity Tools - DG-Destination Request a Quote	1	Supplier Profile	Destin, FL	10/1/2023 - 9/30/2024
CSN Productivity Tools - CVB Copy Feature	1	N/A	Pensacola, FL	10/1/2023 - 9/30/2024

Reporting and Analytics	Quantity	Comp Set Venue Codes	Service Term	Net Total Price
CSN Business Intelligence - RFP Reports - Enterprise Dashboard - CVB	1	N/A	10/1/2023 - 9/30/2024	USD 6,614.00

Contract Term

The term is 10/1/2023 to 9/30/2024.

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Payment Terms

Annual Upfront by Invoice; Payment due Net 30 from Invoice Date. Tax/VAT/GST/ABN ID #:

Is Purchase Order Required?: No Price does not include sales tax or any other applicable taxes.

Purchase Order #: Please put PO here if required

Purchase Order Portal:

Pricing Valid Through: 9/29/2023

Additional Terms

Diamond Waitlist Opt-In Signature

By checking this box and providing your initials signature, you are opting into the diamond waitlist terms as outlined herein.

Billing Contact Details:	Billing Address:	Service Address:
Name: Melissa Read	Street: Okaloosa County Tourist Development Department 1540 Miracle Strip Pkwy P.O. Box 609	Street: 1540 Miracle Strip Pkwy P.O. Box 609
Title: General Manager - DMO	City: Fort Walton Beach	City: Fort Walton Beach
Email: mread@myokaloosa.com	State: FL	State: FL
Phone: +18506517647	Zip Code: 32548	Zip Code: 32548
	Country: US	Country: US

Update Billing Contact Details (Only if the Billing Contact details are incorrect)

Are there updates that need to be made to billing Contact Listed here? no

Cvent Signatory

Customer Signatory

Signatory represents that s/he is the authorized to bind the Supplier entity listed above.

Name: John Oliver

Name: Faye Douglas

Title: Director of Accounts, Hospitality Cloud

Title: OMB Director

Email: joliver@cvent.com

Email: fdouglas@myokaloosa.com

Phone: (571) 765-5683

Phone: +18506517647

Signature:

DocuSigned by:
John Oliver
A5C8AC71CEB145A...

Signature:

DocuSigned by:
Faye Douglas
1EE281A4CB79412...

Date Signed: 26-Sep-2023

Date Signed: 26-Sep-2023