



**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

OFFICE OF PURCHASING
213 PALAFOX PLACE , 2nd Floor – Pensacola, FL 32502
P.O. BOX 1591
PENSACOLA, FL 32591-1591
TELEPHONE (850) 595-4980
(SUNCOM) 695-4980
TELEFAX (850) 595-4805
<http://www.myescambia.com/departments/purchasing>

CLAUDIA SIMMONS
Purchasing Manager

CERTIFICATION OF CONTRACT

TITLE: Small Equipment, Parts & Supplies Pricing Agreement

CONTRACT NO.: PD 07-08.121

AWARD DATE: September 18 2008

EFFECTIVE DATE: 10-01.2008 through 9-30-2011

AWARD: That the Board award a three-year contract “Small Equipment, Parts and Supplies Pricing Agreement, PD 07-08.121”, in accordance with the terms and conditions of the solicitation and annual appropriation of funds, with an approximate expenditure of \$50,000 per year, and funding available in Various Funds and Cost Centers, to the following companies:

Steadham Enterprises, Inc. dba A-1 Small Engines
Fixit Shop & Rentals, Inc.
Coastal Machinery Company
Hendrix Service Corporation

STATUS: (Chronological notations of the key events related to dates of effectiveness, renewals and extensions, etc.)

CONTRACTOR(S): Steadham Enterprises, Inc. dba A-1 Small Engines, Fixit Shop & Rentals, Inc., Coastal Machinery Company, Hendrix Service Corporation

ANY QUESTIONS, SUGGESTIONS, OR CONTRACT SUPPLIER PROBLEMS WHICH MAY ARISE SHALL BE BROUGHT TO THE ATTENTION OF Bob Dennis, Purchasing Specialist, PHONE 850-595-4985, FAX 850-595-4805, SUNCOM 850-695-4985, E-MAIL: rdennis@co.escambia.fl.us

- A. **AUTHORITY** - Upon affirmative action taken by the Board of County Commissioners on **September 18, 2008**, a contract has been executed between the Board of County Commissioners, Escambia County Florida and the designated contractor(s).
- B. **EFFECT** - This contract was entered into to provide economies in the purchase of small equipment, parts and supplies, as described within the solicitation. Therefore, in compliance with **County Ordinance Chapter 46 Finance, Article II Division 3, Section 46-81**, all purchases of these commodities shall be made under the terms, prices, and conditions of this contract and with the suppliers specified.
- C. **ORDERING INSTRUCTIONS** - All purchase orders shall be issued in accordance with **Codified County Ordinance, Chapter 46 Finance, Article II Purchases and Contracts; and, as supplemented by Ordinance 2001-9 and Ordinance 2001-60**. Purchases shall be at the prices indicated, exclusive of all Federal, State and local taxes. All contract purchase orders shall show the contract number, product number, quantity, description of item, with unit prices extended and purchase order totaled. (This requirement may be waived when purchase is made by a blanket purchase order.)
- D. **CONTRACTOR PERFORMANCE** - Departments shall report any vendor failure to perform according to the requirements of this contract on Report of Unsatisfactory Materials And/Or Service, Form F0140 to this office.

- E. VENDOR PERFORMANCE EVALUATION FORM - Contract Appraisal, form F0190 should be used to provide your input and recommendations for improvements in the contract to the Office of Purchasing for receipt no later than 90 days prior to the expiration date of this contract.