



Purchasing Department

50 South Military Trail, Suite 110
West Palm Beach, FL 33415-3199

(561) 616-6800

FAX: (561) 616-6811

www.pbcgov.com/purchasing



**Palm Beach County
Board of County
Commissioners**

Shelley Vana, Mayor

Mary Lou Berger, Vice Mayor

Hal R. Valeche

Paulette Burdick

Steven L. Abrams

Melissa McKinlay

Priscilla A. Taylor

County Administrator

Robert Weisman

Form L

January 27, 2015

Baker & Taylor, Inc.
Lee Ann Queen, Director, Pricing Services
3584 Old Maysville Road
Commerce, GA 30529

TERM CONTRACT #15025

Dear Vendor:

This is to inform you that Palm Beach County Board of County Commissioners is entering into a Term Contract with your company for Books, New & Popular, Leased based on:

SOLICITATION #15-025/JJ

The term of this contract is 02/01/2015 through 01/31/2016, and has an estimated dollar value of \$1,473,071.

If applicable, Vendor shall maintain all insurance coverage(s) throughout the entire term of the contract, including any renewals or extensions thereof.

The obligations of Palm Beach County under this contract are subject to the availability of funds lawfully appropriated for its purpose by the State of Florida and the Board of County Commissioners.

Palm Beach County Departments will issue individual hard copy orders against this contract as your authorization to deliver. All invoices must reference a unique document number (e.g., CPO / DO 680 XY03030500000001111 or CPO / DO 680 XY030305*1111). Failure to provide an order number with each invoice will result in a delay in processing payment.

If you have any questions, please contact Jason Josephs, Buyer at JManey@pbcgov.org or (561) 616-6831.

Sincerely,

Kathleen M. Scarlett, Director
Purchasing Department

c: Kenny Rampersad, PBC Library System
File

"An Equal Opportunity
Affirmative Action Employer"



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Form L

October 20, 2015

Baker & Taylor, LLC
 Ms. Lee Ann Queen
 2550 W. Tyvola Road, Ste. 300
 Charlotte, NC 28217

TERM CONTRACT #15025A

Dear Vendor:

This is to inform you that Palm Beach County Board of County Commissioners is entering into a Term Contract with your company for BOOKS, NEW AND POPULAR, LEASED, based on:

RENEWAL OF CONTRACT based on SOLICITATION # 15-025/JJ in accordance with all original terms, conditions, specifications and prices with no deviation.

The term of this contract is 2/01/2016 through 1/31/2017, and has an estimated dollar value of \$1,441,668.

If applicable, Vendor shall maintain all insurance coverage(s) throughout the entire term of the contract, including any renewals or extensions thereof.

The obligations of Palm Beach County under this contract are subject to the availability of funds lawfully appropriated for its purpose by the State of Florida and the Board of County Commissioners.

Palm Beach County Departments will issue individual hard copy orders against this contract as your authorization to deliver. All invoices must reference a unique document number (e.g., CPO / DO 680 XY03030500000001111 or CPO / DO 680 XY030305*1111). Failure to provide an order number with each invoice will result in a delay in processing payment.

If you have any questions, please contact Jan Maney, Buyer at jmaney@pbcgov.org or (561) 616-6831.

Sincerely,

Kathleen M. Scarlett
 Purchasing Director

c: **Kenny Rampersad, Library**
File

-
- Palm Beach County**
Board of County
Commissioners
- Shelley Vana, Mayor
- Mary Lou Berger, Vice Mayor
- Hal R. Valeche
- Paulette Burdick
- Steven L. Abrams
- Melissa McKinlay
- Priscilla A. Taylor
- County Administrator**
- Verdenia C. Baker

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Shelley Vana

Steven L. Abrams

Melissa McKinlay

Priscilla A. Taylor

County Administrator

Verdenia C. Baker

Form L

November 1, 2016

Baker & Taylor, LLC
Ms. Lee Ann Queen
2550 W. Tyvola Road, Ste. 300
Charlotte, NC 28217

TERM CONTRACT #15025B

Dear Vendor:

This is to inform you that Palm Beach County Board of County Commissioners ("County") is entering into a Term Contract with your company for BOOKS, NEW AND POPULAR, LEASED based on:

RENEWAL OF CONTRACT based on SOLICITATION #15-025/JJ in accordance with all original terms, conditions, specifications and prices with no deviation.

The term of this contract is 2/01/2017 through 1/31/2018, and has an estimated dollar value of \$1,441,668.

If applicable, Vendor shall maintain all insurance coverage(s) throughout the entire term of the contract, including any renewals or extensions thereof.

County User Departments will issue individual "Delivery Orders" against this contract as your authorization to deliver. The original invoice must be sent to the address on the Delivery Order ("DO") and must reference the DO number (e.g., DO 680 XY03030500000001111). A copy of the invoice may be sent to the County User Department. Invoices submitted on carbon paper shall not be accepted. In order for the County to make payment, the Vendor's Legal Name; Vendor's Address; and Vendor's TIN/FEIN Number on the Vendor's bid/quote/response must be exactly the same as it appears on the invoice and in the County's VSS system that can be accessed at <https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService>. Failure to comply with the foregoing may result in a delay in processing payment.

If you have any questions, please contact Jan Maney at jmaney@pbcgov.org or (561) 616-6831.

Sincerely,

Kathleen M. Scarlett
Purchasing Director

"An Equal Opportunity
Affirmative Action Employer"

c: Kenny Rampersad, PBC Library System
File



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**Palm Beach County
Board of County
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Melissa McKinlay, Mayor

Mack Bernard, Vice Mayor

Hal R. Valeche

Paulette Burdick

Dave Kerner

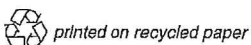
Steven L. Abrams

Mary Lou Berger

County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"



November 20, 2018

Form L

Baker & Taylor, LLC
Ms. Lee Ann Queen, Director – Pricing Services
250 West Tyvola Road, Suite 300
Charlotte, NC 28217

TERM CONTRACT #15025D

Dear Vendor:

This is to inform you that Palm Beach County Board of County Commissioners ("County") is entering into a Term Contract with your company for Books, New and Popular based on:

RENEWAL OF CONTRACT based on SOLICITATION #15-025/JJ in accordance with all original terms, conditions, specifications and prices with no deviation.

The term of this contract is 02/01/2019 through 01/21/2020, and has an estimated dollar value of \$1,200,000.

If applicable, Vendor shall maintain all insurance coverage(s) throughout the entire term of the contract, including any renewals or extensions thereof.

County User Departments will issue individual "Delivery Orders" against this contract as your authorization to deliver. The original invoice must be sent to the address on the Delivery Order ("DO") and must reference the DO number (e.g., DO 680 XY03030500000001111). A copy of the invoice may be sent to the County User Department. Invoices submitted on carbon paper shall not be accepted. In order for the County to make payment, the Vendor's Legal Name; Vendor's Address; and Vendor's TIN/FEIN Number on the Vendor's bid/quote/response must be exactly the same as it appears on the invoice and in the County's VSS system that can be accessed at <https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService>. Failure to comply with the foregoing may result in a delay in processing payment.

If you have any questions, please contact Kerry L. Parker at 561.616.6814 or kparker@pbcgov.org.

Sincerely,


Kathleen M. Scarlett
Director

c: Alicia Garrow, Director Library Finance and Administration
File