



**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA**

MATERIALS MANAGEMENT DEPARTMENT

101 OLD VENICE ROAD

OSPREY, FLORIDA 34229

TELEPHONE (941) 486-2183 • FAX (941) 486-2188

**MEMORANDUM**

**TO: Members of the School Board  
Dr. Gary Norris, Superintendent  
Ms. Mitsi Corcoran, Chief Financial Officer**

**FROM: Pat Black, CPPB, Director of Materials Management**

**TITLE: APPROVAL TO PURCHASE OFFICE AND CLASSROOM FURNITURE ON  
STATE CONTRACT**

The Materials Management Department requests permission to purchase office and classroom furniture from The Hon Company on the State of Florida Furniture Contract #425-001-06-1. Consolidating purchases under this agreement will result in additional discounts ranging from 5% to 17%. The funds for these purchases are contained in the capital budgets for new construction and individual cost center budgets.

**Requested by:**  
Pat Black

**Fiscal Impact:**

Not to exceed  
\$500,000.00

**Funding:**

Capital

**Recommended Motion:** That the purchase of furniture from The Hon Company, in an amount not to exceed \$500,000.00, be approved for purchase.

(over)

BPA Number School Board of Sarasota County  
**BLANKET PURCHASE AGREEMENT**

THIS BLANKET PURCHASE AGREEMENT (this "Agreement") is effective as of May 20, 2008, by and between The HON Company ("HON") and SBSC (the "Agency").

HON and SBSC, the Agency, have agreed to enter into this Agreement in order to allow the Agency to acquire HON commercial products and services directly from HON, with the assistance of authorized servicing dealers, using pricing, terms, and conditions set forth in the HON State of Florida contract 425-001-06-1. The pricing, terms, and conditions of the HON State of Florida contract (as may be amended, revised or renewed from time to time under the terms of the individual contract) are incorporated by reference herein. HON will provide SBSC with copies of the HON Contracts upon the written request of the Agency.

SBSC agrees to purchase, during the following dates, May 20, 2008 through May 19, 2009, a minimum of \$1,000,000.00 list of product from HON ("Annual Purchase Projection"), determined on a net invoice basis. Based upon the Annual Purchase Projection, the Agency shall be entitled to purchase HON products at the following discounts off the current list price in effect under the HON GSA Contracts:

Veneer & Laminate Casegoods:	65.3%
Tables:	63.4%
Seating-Wood:	63.0%
Seating-Steel:	64.9%
Steel Desking, Computer Support, & Valido:	66.4%
Initiate Systems & Flagship Pedestals	68.9% *
Simplicity II & Other Pedestals	65.6%
Verticals, Laterals, & Shelf Filing	75.3%
210 Series Verticals	75.2%
Storage Cabinets, Track Filing, & Steel Bookcases:	66.9%
Special Use (Accomplish)	62.3%
<i>basyx</i> Bookcases, Training Tables, Laminate Conference Tables	49.6%
Balance of Line - <i>basyx</i> (Open Market):	44.6%
Balance of Line- HON (Open Market):	58.2%

- GSA has accepted a temporary price reduction on Initiate Systems and Flagship Pedestals. The additional discount is good on orders received through October 14, 2008 will be passed onto SBSC. The discount on these products during this time frame will be 71.5% off list price in effect for GSA at time of order

In the event that SBSC fails to meet its Annual Purchase Projection, HON will base discounts in future Blanket Purchase Agreements with the Agency's performance under this Agreement for the most recent twelve-month BPA period. HON reserves the right to deny the Agency future Blanket Purchase Agreements.

Orders MUST reference the individual HON State of Florida Contract number, and the BPA number of this agreement. Orders shall be submitted for a minimum of \$100.00 net on each order. Orders must have a single "ship to" destination within the United States in order for the freight to be paid by HON.

This Agreement expires: May 19, 2009.

The following office(s) are hereby authorized to place orders under this Agreement.

OFFICE <u>School Board of Sarasota County</u> _____ _____	POINT OF CONTACT/PHONE/FAX <u>Joyce Haney</u> <u>941-486-2183 phone</u> <u>941-486-2188 fax</u>
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Orders may be placed via Fax or paper to: The HON Company  
C/O Servicing Dealer  
200 Oak Street  
Muscatine, IA 52761  
PH: 800-466-869  
FX: 800-833-3902

Orders may be sent to the HON Servicing Dealer for review prior to order placement.  
HON shall invoice the Agency upon shipment of product.  
Payment terms are net 30 days, with no additional discount for early payment.  
Product shall be shipped not to exceed 60 days after receipt of a valid order.

The HON Company:  The HON Company By: _____ Date: _____ Mike Paar V.P. Government & Education Sales	Agency:  School Board of Sarasota County By: _____ Date: <u>May 20, 2008</u> <u>Dr. Kathy Kleinlein (print name)</u> <u>Board Chair (title)</u>
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