



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
Lori White, Superintendent
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 #425-001-12-1. Consolidating purchases under this agreement will result in discounts ranging from 58.2% to 73.3%. 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
\$625,000.00

Recommended Motion: That the purchase of furniture from The Hon Company, in an amount not to exceed \$625,000.00, be approved as presented.



Headquarters
200 Oak Street
Muscatine, IA 52761
800.553.8230

August 30, 2013

Blanket Purchase Agreement

BPA Number: School Board of Sarasota County

(This number should be placed on all orders)

This Blanket Purchase Agreement (this "Agreement") is effective as of 9/21/2013 ("Effective Date"), by and between The HON Company ("HON") and School Board of Sarasota County (the "Agency"). HON and the Agency have entered into this Agreement in order for the Agency to purchase HON commercial products ("Products") and related services ("Services") directly from HON. HON may utilize its network of authorized dealers in the performance of this Agreement.

Except as expressly stated herein, Agency's purchase of Products and Services are based upon the pricing, terms and conditions set forth in HON's Florida Contract # 425-001-12-1, by and between HON and Florida (the "Florida Contract"). The pricing and available Products and Services of the HON Florida Contract may be amended, revised, or renewed from time to time pursuant to the terms of the Florida Contract, and all such changes, amendments and revisions are incorporated by reference herein without need to formally amend this Agreement.

During the following dates: 9/21/2013 – 9/20/2014, the Agency agrees to purchase a minimum of \$625,000.00 List of product from HON ("Annual Purchase Projection"), determined on cumulative invoiced purchases during the term. In consideration for the Annual Purchase Projection, the Agency shall be entitled to purchase HON products at the discounts off the current list price in effect under the HON Florida Contract. As of the Effective Date, the current discounting applicable to Agency's purchases of Products is as follows:

Systems and Pedestals	72.5%
Metal Desks and Computer Support	65.7%
Lateral Files and Storage	73.3%
Other Filing and Storage	71.5%
Executive Office Furniture	64.9%
Conference Room Furniture	64.9%
Tables	64.5%
Reception Seating	65.0%
Multiple Seating	65.0%
Multi-Purpose Seating Wood and Steel	65.0%
Stacking Seating	65.0%
Voi	64.4%
Education	62.3%
Open Market	58.2%

HON reserves the right to deny the Agency future Blanket Purchase Agreements. The pricing applicable to installation in the Florida Contract shall not apply to any purchases for Services made

by Agency from HON through an authorized dealer. All pricing for installation Services must be negotiated on a case by case basis between Agency and an authorized dealer.

All of Agency's orders shall reference the Florida Contract number: 425-001-12-1, and the BPA number at the top of this Agreement. Each order must have a single "ship-to" destination within the United States in order for the freight to be paid by HON.

This Agreement expires 9/20/2014.

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

Agency Name: School Board of Sarasota County - Attn: JoAnn Joyce

Address: 101 Old Venice Road

City, State, Zip Code: Osprey, FL 34229

Will orders be placed by one centralized purchasing location? Yes

If no, please list other locations that will be utilizing this Agreement:

Orders may be sent to the HON Servicing Dealer providing the product installation services 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 Agency:

Jane Goodwin
(Printed Name)

(Signature)

SBSC - Chair
(Title)

(Date)

The HON Company:

Keith Koller
(Printed Name)

[Signature]
(Signature)

Dir. of Govt Contracts
(Title)

8-30-13
(Date)