



**Purchasing Department**

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

(561) 616-6800

FAX: (561) 242-6744

[www.pbcgov.com/purchasing](http://www.pbcgov.com/purchasing)



**Palm Beach County  
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Mack Bernard

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Verdenia C. Baker

Form L

**August 7, 2020**

**Sullivan Electric & Pump Inc  
Gary T. Sullivan, President  
1942 8<sup>th</sup> Avenue North  
Lake Worth, FL 33461**

**TERM CONTRACT #20019**

**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 Irrigation Pump Stations, Repair Services based on:

**[X] SOLICITATION # 20-019/MB**

The term of this contract is 11/02/2020 through 11/01/2021 and has an estimated dollar value of \$124,000.

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 XY030305000000001111). 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, Buyer at (561)616-6835 or [kparker@pbcgov.org](mailto:kparker@pbcgov.org).

Sincerely,

**Kristen Monnett  
Acting Director**

**c: Countywide  
File**

*"An Equal Opportunity  
Affirmative Action Employer"*



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