



# City of Hollywood, Florida

2600 HOLLYWOOD BLVD. • P.O. Box 229045 • ZIP 33022-9045

DATE: **March 15, 2017**

RE: BLANKET ORDER #: **B002966**

PRODUCT/SERVICE: CIVIL WORKS - ROADWAY,  
DRAINAGE PROJECTS AND REPAIRS – **INITIAL TERM**

Arrow Asphalt & Engineering, Inc. V#5390  
Attn: Shawn O'Toole  
3051 NW 129<sup>th</sup> Street  
Opa Locka, FL 33054

Telephone Contact: 954-963-9034  
Email: arrowasph@aol.com

Dear Vendor:

This is to inform you that the City of Hollywood, Florida is entering into a Blanket Order with your Company based on one of the following:

- FORMAL BID #
- INFORMAL BID # DATED:
- RENEWAL OF FORMAL BID # DATED:
- EXTENSION OF FORMAL BID/RFP# DATED:
- WRITTEN QUOTATION # DATED:
- VERBAL QUOTATION PER DATED:
- STATE OF FLORIDA CONTRACT # DATED:
- BROWARD COUNTY BID #
- OTHER: **City of North Miami Beach Bid #2016-04**

The term of this order is **3/15/2017** through **9/19/2019**.

The estimated **annual** dollar value is **\$100,000.00**.

<b>Initial Award Term</b>	<b>3/15/2017 - 9/19/2019</b>
1st Renewal Term (Optional)	9/20/2019 - 9/19/2020
2nd Renewal Term (Optional)	9/20/2020 - 9/19/2021

\*NOTE—City Reserves the right to exercise Optional Periods.

The obligations of the City of Hollywood under this order are subject to the availability of funds lawfully appropriated for its purpose by the City Commission and are subject to the terms and conditions contained on the Purchase Order form.

Prior to start of work vendor must provide current Insurance Certificate listing City of Hollywood as additional insured.

The City of Hollywood Departments will issue hard copy orders against this Blanket Order as your authorization to deliver. All invoices must reference each unique document number.

If you have any questions, please contact **Robert Lowery** at (954) 921-3552

c: Public Utilities  
Finance



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Piggybacking Request Form

(Use for purchase(s) over \$25,000, when piggybacking off other contracts)

Date 01/11/2017

Department/Office 4000

Division/Area 4012

Contract Administrator Robert Walker

Title Public Utilities Manager

Phone 954 921-3046

Email rawalker@hollywoodfl.org

2017 JAN 19 PM 3:11  
CITY OF HOLLYWOOD  
PROCUREMENT SERVICES  
DIVISION

1. Requested Vendor Arrow Asphalt & Engineering, Inc. Vendor Number 5390

Address 3051 NW 129<sup>th</sup> Street, Opa-Locka, FL 33054

Contact Person Shawn O'Toole

Title President

Phone 305 688-8686

Email arrowasph@aol.com

2. Contract title requesting to piggyback? Agreement No. 2016-04 Civil Works (Roadway & Drainage Projects & Repairs)

Awarding Agency City of North Miami Beach

Contract Expiration Date 09/19/2019

Copy of Contract and Awarding Agency documentation is attached.

Yes  No

3. Product/Service being requested (be specific). The City of Hollywood Public Utilities Department / Underground Utilities Division requires asphaltic concrete restorations and repairs, Citywide.

4. Detailed description of the products/services function and purpose. Work will include but not be limited to the following under a unit price agreement: Construction, maintenance and restoration services for the public right-of-way, water and sewer infrastructure and appurtenances.

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # BPO 3002966  
(As Applicable)

(Revised 08/2015)

5. Please explain what process the Department/Office took to verify and/or identify this contract. Contacted potential vendors and received contract information from Arrow Asphalt to piggyback City of North Miami Beach Resolution R2016-68.

6. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product/service?

Yes  No

Please explain Contract requested to piggyback is comparable to City of Hollywood BPO B002372.

7. Total cost of the requested product/service. \$200,000.00

8. Total estimated annual (fiscal year) cost of requested product/service. \$100,000.00 per year

Account Number(s) 42.4012.00772.536.005225 42.4012.00773.536.005225  
43.4031.00000.538.005225

9. Is this product/service covered by a warranty?  Yes  No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

Yes  No

If yes, please describe the related products/services and estimated cost(s.) N/A

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

Yes  No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.) N/A

12. Is this a grant related purchase?  Yes  No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) N/A

Will this require matching funds?  Yes  No

What is the grant source? N/A

What is the grant (dollar) amount? N/A

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at [www.sam.gov](http://www.sam.gov).

Date of Advanced Search 01/11/2017

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)



Blanket Purchase Order # BPO 3002966  
(As Applicable)

Company Name(s) Searched	Search Results	
<u>Arrow Asphalt, 3051 NW 129<sup>th</sup> St., Opa-Locka, FL 33054</u>		_____
<u>Community Asphalt, 9725 NW 11<sup>th</sup> Ave., Miami, FL 33178</u>		_____
<u>Weekley Asphalt, 20701 Stirling Rd., Southwest Ranches, FL 33332</u>		_____
<u>Asphalt Paving Specialist, 1931 N 50<sup>th</sup> Ave., Hollywood, FL 33021</u>		_____

**REQUESTING DEPARTMENT RECOMMENDATION**

**Note: By signing and returning this form, you are verifying and acknowledging that you have reviewed all portions (scope, terms, conditions, pricing, etc.) of the requested contract and recommend its approval based on the contract complying with the City of Hollywood's scope and pricing requirements and to the best of your knowledge the contract does not violate any applicable policy, statute, governing rule or regulation.**

<u></u>	<u>1/12/17</u>
Contact Person's Signature	Date
<u></u>	<u>01/17/17</u>
Supervisor's Signature	Date
<u></u>	<u>1/18/17</u>
Director's Signature	Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:	<u></u>	Date	<u>2/23/17</u>
Approved By:	<u></u>	Date	<u>2/27/2017</u>

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # BPO 13002966  
(As Applicable)



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3051 N.W. 129 Street  
Opa Locka, FL 33054  
305-688-8686 Phn  
305-688-8484 Fax

## Arrow Asphalt & Engineering, Inc.

Robert Lowery  
City of Hollywood  
Department of Financial Services  
2600 Hollywood Boulevard STE 303  
Hollywood, FL 33020

February 13<sup>th</sup>, 2017

Dear Mr. Lowery,

Please accept this letter as confirmation that Arrow Asphalt & Engineering will extend the pricing, terms and conditions of the City of North Miami Beach Bid Number 2016-04 unit price restoration contract to the City of Hollywood for their asphalt and concrete restoration needs.

Should you have any questions, you can reach me directly on my cell phone at 954-536-6464.

Sincerely,



Shawn O'Toole  
President



## Daniel Mainero

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**From:** Malie Raghunath  
**Sent:** Tuesday, September 13, 2016 9:17 AM  
**To:** Robert Walker; Horace McLarty  
**Cc:** Francois Domond; Robert Lowery; Paul Bassar; Daniel Mainero; April Allen; Tanya Bouloy; Steve Joseph  
**Subject:** RE: COI

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Morning,

This COI is acceptable.

Thank you.

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**From:** Robert Walker  
**Sent:** Monday, September 12, 2016 4:44 PM  
**To:** Horace McLarty; Malie Raghunath  
**Cc:** Francois Domond; Robert Lowery; Paul Bassar; Daniel Mainero; April Allen; Tanya Bouloy; Steve Joseph  
**Subject:** FW: COI

Malie,

Please review and approve the attached COI. The insurance on file expired in April. Have a great day!!

Thanks,

Robert Walker  
Underground Utilities Superintendent  
City of Hollywood, FL  
Department of Public Utilities  
Underground Utilities Division  
Phone: 954-921-3046  
Fax: 954-967-4574

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**From:** Shawn [mailto:arrowasph@aol.com]  
**Sent:** Monday, September 12, 2016 4:40 PM  
**To:** Robert Walker  
**Subject:** COI

Please see attached.

Thank You,

Shawn O' Toole  
Arrow Asphalt & Engineering, Inc.  
3051 N.W. 129<sup>th</sup> Street  
Opa Locka, FL. 33054  
Ph. 305-688-8686  
Fax 305-688-8484  
[arrowasph@aol.com](mailto:arrowasph@aol.com)