

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 15, 2017

FROM: Alan Fallik, Acting City Attorney

SUBJECT: Proposed Blanket Purchase Order and Technical Assistance and Maintenance Agreement with HUB Parking Technology USA, Inc., to provide technical and maintenance services for HUB Parking Products located at the Van Buren and Radius Parking Garages

I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Parking
 - 2) Type of Agreement – Blanket Purchase Order and Technical and Maintenance Service Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – Section 38.40(C)(3) of the City’s Purchasing Ordinance provides that, sole-source supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Director determines, after conducting a good faith review of available sources, that the particular supply or service is available from only one source.
 - 4) Term of Contract
 - a) initial – 3 years from 9/6/17 to 9/5/20
 - b) renewals (if any) – Two (2) one (1) year renewal terms
 - c) who exercises option to renew – mutual
 - 5) Contract Amount – \$98,290.62
 - 6) Termination Rights – Either party may terminate for cause.
 - 7) Indemnity/Insurance Requirements – Vendor is required to indemnify and provide insurance.
 - 8) Scope of Services – Vendor will provide technical assistance and full service maintenance plan for the automated gate and entry system for the Van Buren and Radius Garages.
 - 9) Other Significant Provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager