

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** January 9, 2014
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Blanket Purchase Order with Odyssey Manufacturing Company

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 – Public Utilities
 - 2) Type of Agreement – Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Cooperative Purchase competitively bid by the City of North Miami Beach -Section 38.46 of the City of Hollywood Code of Ordinances provides that the Director shall have the authority to join with other governmental entities in cooperative purchasing plans when the best interests of the city would be served thereby.
 - 4) Term of Contract
 - a) initial – Three years
 - b) renewals (if any) – Approval for the second and third years
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$80,000.00 annually
 - 6) Termination rights – Either party may terminate for cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide Sodium Hypochlorite for use by the Water Treatment Plant for odor control and pH adjustment in the scrubber system for the reverse osmosis plant and by the Wastewater Treatment Plant
 - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager