

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 23, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Blanket Purchase Order with Morton Salt for the purchase of solar salt

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 – Proposed Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Cooperative Purchase (Bid Number 2013-038) competitively bid by the City of Boca Raton. 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 – One year
 - b) renewals (if any) – Three additional one-year periods (First one-year renewal)
 - c) who exercises option to renew – City
 - 5) Contract Amount – Estimated expenditure of \$100,728.00
 - 6) Termination rights – Either party may terminate with cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor to provide solar salt to the City Public Utilities Department Water Treatment Plant which is used as a part of the Sodium Hypochlorite generation system used in the disinfection process of the City's finished drinking water.
 - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager