

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 27, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Purchase Order for one 2016 Horton Model 623 Ambulance from Hall-Mark Fire Apparatus

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 – Fire Rescue and Beach Safety Department
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – Piggyback from Florida Sheriff's Association Bid Number 15-11-0116 (Specification 2). Section 38.40(C)(5) of the City's Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.
- 4) Term of Contract
 - a) initial – one time purchase
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – In an amount not to exceed \$287,252.00.
- 6) Termination rights – Either party for cause.
- 7) Indemnity/Insurance Requirements – Contractor will comply with applicable City requirements.
- 8) Scope of Services – Hall-Mark Fire Apparatus will provide City with a 2016 Horton model 623 ambulance on a 2016 Freightliner chassis.
- 9) City's prior experience with Contractor (if any) – Yes.

**TERM SHEET PURCHASE OF A 2016 HORTON MODEL 623 AMBULANCE
FROM HALL-MARK FIRE APPARATUS**

10) Other significant provisions – n/a

cc: Wazir A. Ishmael, Ph.D, City Manager