

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** November 21, 2016

**FROM:** Jeffrey P. Sheffel  
City Attorney

**SUBJECT:** Proposed Agreement with Safeware, Inc. for Purchase of 2 Mobile Video Surveillance Trailers with License Plate Reader Cameras

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

- 1) Department/Office involved – Police
- 2) Type of Agreement – Purchase order
- 3) Method of Procurement (RFP, bid, etc.) – "Piggyback" exemption
- 4) Term of Contract
  - a) initial – This is a one-time purchase with a one-year warranty.
  - b) renewals (if any) -
  - c) who exercises option to renew -
- 5) Contract Amount – Not to exceed \$95,000.
- 6) Termination rights – For cause only.
- 7) Indemnity/Insurance Requirements – None.
- 8) Scope of Services – Vendor will sell to City 2 mobile video surveillance trailers with license plate reader cameras.
- 9) Other significant provisions - None.

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