

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 18, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Purchase Order with Strobes-R-US for the complete installation of equipment and accessories for 26 Police Vehicles

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 Works
- 2) Type of Agreement – Blanket Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback Broward Sheriff's Office Bid No. 13104030.** 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 – 2 years (August 12, 2013 under BSO contract). City's contract is for one (1) year.
 - b) renewals (if any) – two (2) additional (1) year periods. BSO approved the 1st renewal option through August 12, 2016.
 - c) who exercises option to renew – BSO.
- 5) Contract Amount – In an amount not to exceed \$374,000.00
- 6) Termination rights – Either party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor will comply with applicable City requirements.
- 8) Scope of Services – Vendor will supply and install emergency and related equipment on police, fire and general fleet vehicles on an as needed basis.

TERM SHEET FOR STROBES-R-US

9) City's prior experience with Contractor (if any) – Satisfactory

10) Other significant provisions – n/a

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