

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:**

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

**SUBJECT:** Proposed Blanket Purchase Order with Nalco Company for the purchase of PC-1850T Antiscalant

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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 (Sole Source No. NTSS-007-17)
  - 3) Method of Procurement (RFP, bid, etc.) – Section 38.40(C)(3) of the City’s Purchasing Ordinance provides that, **sole-source** supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Director determines, after conducting a good faith review of available sources, that the particular supply or service is available from only one source.
  - 4) Term of Contract
    - a) initial – three (3) years
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – In an estimated annual amount of \$109,000.00 (for a total estimated aggregate amount of \$327,000).
  - 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 supply antiscalant for the membrane treatment process to ensure that the removed, dissolved solids do not plate out onto the surface of membranes making the membranes ineffective.
  - 9) Other Significant Provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager