

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** February 26, 2014

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

**SUBJECT:** Proposed Blanket Purchase Order with Govea Trucking, Inc.

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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 Department
  - 2) Type of Agreement – Blanket Purchase Order
  - 3) Method of Procurement (RFP, bid, etc.) – Bid Number F-4210-10-RD
  - 4) Term of Contract
    - a) initial – Two years
    - b) renewals (if any) – Two additional two-year periods (This is final renewal period)
    - c) who exercises option to renew – City
  - 5) Contract Amount – \$59,000.00
  - 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 dispose of catalyst sand and lime sludge from the Municipal Water Treatment Plant.
  - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager