

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 3, 2016

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Blanket Purchase Order with Weed-A-Way, Inc.

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 – Police Department/Code Enforcement
 - 2) Type of Agreement – Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No. F-4383-14-JE
 - 4) Term of Contract
 - a) initial – One year
 - b) renewals (if any) – Two additional one-year periods (This is final renewal period)
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$120,000.00
 - 6) Termination Rights – Either party may terminate with cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall provide lot clearing and tractor mowing, hedge trimming, tree trimming and removal of all other identified debris from non-maintained improved properties and vacant lots in order to keep the properties up to code throughout the City.
 - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager