

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 22, 2017

**FROM:** Alan Fallik, Acting City Attorney

**SUBJECT:** Propose Blanket Purchase Orders with Best Garage Doors, Coast to Coast Garage Doors, Door Systems of South Florida and Above All Garage Doors

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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 Works, Public Utilities, Fire Rescue and Beach Safety
- 2) Type of Agreement – Blanket Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – Section 38.46 of the City of Hollywood Code of Ordinances provides that the Director shall have the authority to join with other governmental entities in cooperative purchasing plans when the best interests of the city would be served thereby.
- 4) Term of Contract
  - a) initial – 09/06/2017 – 05/31/2020
  - b) renewals (if any) – Two additional one year periods
  - c) who exercises option to renew – Mutual agreement of the parties
- 5) Contract Amount – \$61,000 (Cumulative)
- 6) Termination Rights – City, acting through its City Manager or his/her designee, reserves the right to terminate the order in whole or in part for default (a) if Contractor fails to perform in accordance with any of the requirements of the order or (b) If Contractor becomes insolvent or suspends any of its operations or if any petition is filed or proceeding commenced by or against Contractor under any State or Federal Law relating to bankruptcy, reorganization, receivership or assignment for the benefit of creditors. Any such termination will be without liability to City except for completed items delivered and accepted by the City. Contractor, will be liable for excess costs of reprocurement.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractors shall provide and install service and repair overhead roll-up doors and grills, and hydraulic bi-fold doors for the City’s Public Utilities Department, Public Works Department and Fire Rescue and Beach Safety Department.

9) Other Significant Provisions – Competitively bid by the Southeast Florida Governmental Purchasing Group Cooperative with the City of Deerfield Beach as the lead agency

cc: Dr. Wazir Ishmael, City Manager