

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** July 28, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed agreement with TKH Security, LLC for a parking guidance system

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 – Parking Department
- 2) Type of Agreement – Agreement for Parking Guidance System
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Delray Beach RFP 2018-033.** Section 38.41(C)(5) of the City’s Procurement Code allows the Chief Procurement Officer to procure, without formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the 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 (“piggyback”), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference and such utilization of other governmental entities contracts shall be permitted only during the term of the other governmental entity’s contract.
- 4) Term of Contract
 - a) initial – n/a
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - d) includes 1 year warranty and 6 years maintenance
- 5) Contract Amount – In an amount not to exceed \$181,507.04
- 6) Termination rights – n/a
- 7) Indemnity/Insurance Requirements – Contractor will comply with applicable City requirements.
- 8) Scope of Services – Vendor will provide parking guidance system.

TERM SHEET FOR TKH SECURITY, LLC

9) Other significant provisions – n/a

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