

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 25, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Purchase Order with Post & Beam, LLC for the purchase of two first aid stations and six lifeguard towers

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 – Fire Rescue and Beach Safety
 - 2) Type of Agreement – Blanket Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Pursuant to Section 38.41(C)(9) of the City's Code of Ordinances, the City Commission may, when in the best interests of the City, by a 5/7ths affirmative vote, waive competitive bidding and competitive proposal requirements for the purchase of, and contracts for, supplies or services.
 - 4) Term of Contract
 - a) initial – as needed basis
 - b) renewals (if any) – none
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – In an estimated amount of \$678,368.00.
 - 6) Termination rights – n/a
 - 7) Indemnity/Insurance Requirements – n/a
 - 8) Scope of Services – Post & Beam, LLC will supply the City with two first aid stations and six lifeguard towers.
 - 9) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager