

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: CRA Chair and Board Members **DATE:** June 24, 2025

FROM: Damaris Henlon, General Counsel

SUBJECT: Proposed Purchase Orders with Landscape Forms, Inc. and
Barrier1 Systems, LLC

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – CRA
- 2) Type of Agreement – Purchase Orders
- 3) Method of Procurement (RFP, bid, etc.) – Pursuant to Section 38.40(C)(9) of the City's Code of Ordinances, the City Commission may, when in the best interests of the City, by a 5/7 vote, waive competitive bidding and competitive proposal requirements for the purchase of, and contracts for, supplies, materials, equipment or services.
- 4) Term of Contract:
 - a) initial – One time purchase.
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – Landscape Forms, Inc. in an amount up to \$45,933.19 and Barrier1 Systems, LLC in an amount up to \$126,474.00
- 6) Termination Rights – CRA, acting through its Executive Director 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 CRA except for completed items delivered and accepted by the CRA. Contractor, will be liable for excess costs of reprocurement.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable CRA requirements.
- 8) Scope of Services – Supply of bollards.

9) Other Significant Provisions: n/a

cc: George R. Keller, Jr. CPPT, Executive Director for the CRA