

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:** November 13, 2019

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Blanket Purchase Order with Intercounty Engineering, Inc. to provide miscellaneous rehabilitation, repair and replacement for sewer lift stations.

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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 – Dept. of Public Utilities
- 2) Type of Agreement – Blanket Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback. City of Boca Raton, Florida Bid No. 2018-049.** Section 38.40(C)(5) of the City's Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are 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, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.
- 4) Term of Contract:
  - a) initial – two years
  - b) renewals (if any) – two additional one year terms.
  - c) who exercises option to renew – n/a.
- 5) Contract Amount – In the amount not to exceed \$500,000.00.
- 6) Termination Rights – with or without cause.
- 7) Indemnity/Insurance Requirements – Vendor will provide insurance and indemnify City.
- 8) Scope of Services – Vendor will provide rehabilitation, repair and replacement work on an as needed basis for sewer lift stations.

TERM SHEET INTERCOUNTY CONTINUED

9) Other Significant Provisions: n/a

cc: Dr. Wazir Ishmael, City Manager