

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** June 18, 2014  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Blanket Purchase Order with Allied Universal Corporation

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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 Utilities
  - 2) Type of Agreement – Blanket Purchase Order
  - 3) Method of Procurement (RFP, bid, etc.) – Cooperative Purchase (Bid Number 2014-009) competitively bid by the City of Margate, Florida. 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 – One year
    - b) renewals (if any) – Two additional one-year periods
    - c) who exercises option to renew – City
  - 5) Contract Amount – \$117,750.00
  - 6) Termination Rights – Either party may terminate for cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall supply sodium hydroxide (full truckload) used in the pH control in the finished water at the Water Treatment Plant.
  - 9) Other Significant Provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager