

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 24, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Purchase Orders with Duval Fleet and Palmetto Ford Truck for the purchase of vehicles for the Departments of Public Utilities and Public Works

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 Works
- 2) Type of Agreement – Purchase Orders
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback. Florida Sheriff's Association Bid No. FSA-20-VEH18.0.** Section 38.41(C)(5) of the City's Purchasing WHEREAS, 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; and
- 4) Term of Contract:
 - a) initial – FSA contract is from October 1, 2020 through September 30, 2022. (one time purchase)
 - b) renewals (if any) – n/a.
 - c) who exercises option to renew – n/a.
- 5) Contract Amount - (a) For Duval Fleet: in the amount of \$127,908.00; and (b) For Palmetto Ford Truck: in the amount of \$328,629.00
- 6) Termination Rights –n/a
- 7) Indemnity/Insurance Requirements – n/a

- 8) Scope of Services – Duval will provide two vehicles for use by the Dept. of Public Works and Palmetto Ford Truck will provide three vehicles for use by the Dept. of Utilities.
- 9) Other Significant Provisions- The terms and conditions of the FSA Bid will prevail over the City's Purchase Order terms and conditions.

cc: Dr. Wazir Ishmael, City Manager