

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: July 22, 2016

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Purchase Order with Sunstate Meter and Supply, Inc. for the purchase of Neptune Advance Metering Infrastructure Equipment and Related Software

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 – Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Best Interest Exception pursuant to Section 38.40(C)(8), Purchasing Ordinance. **This item requires a 5/7ths vote.**
 - 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 – In an amount not to exceed \$6,393,725.00 (which includes both software license fees). 1st year's maintenance is included in price. City has option for annual maintenance for software in the amount of \$5,000.00.
 - 6) Termination rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Yes
 - 8) Scope of Services – Contractor shall supply the City with Neptune Advance Metering Infrastructure Equipment and Related Software.
 - 9) City's prior experience with Vendor – no.
 - 10) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager