

**CITY OF HOLLYWOOD
COMMUNITY REDEVELOPMENT AGENCY
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** April 7, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Carter and Verplanck, Inc. for Purchase of Replacement Pump at Wastewater Treatment Plant

I have reviewed the above-captioned agreement for form and legality, and the general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Public Utilities
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – “Sole source” exemption
- 4) Term of Contract
 - a) initial – Approximately 20 wks. from issuance of PO
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount - \$125,506
- 6) Termination rights – For cause only.
- 7) Indemnity/Insurance Requirements – None
- 8) Scope of Services – Vendor will furnish a replacement pump for deep well pump #3 at the wastewater treatment plant.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

cc: Cathy Swanson-Rivenbark, City Manager