

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** June 27, 2014

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Blanket Purchase Order with Kemp Group International Corporation for School Crossing Guard Services

---

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 – Police/Procurement Services
  - 2) Type of Agreement – Blanket Purchase Order
  - 3) Method of Procurement (RFP, bid, etc.) – **Piggyback: City of Miramar Bid Number 11-008.** 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 – 2 years
    - b) renewals (if any) – three (3) additional one (1) year renewals
    - c) who exercises option to renew – mutual
  - 5) Contract Amount – \$381,243.90
  - 6) Termination rights – Either party may terminate with or without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall provide School Crossing Guard Service during the regular school year consisting of 59 school crossing guards and five supervisors, and during the summer session Kemp will provide 9 school crossing guards and 1 supervisor..
  - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager

