

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 7, 2017
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed blanket purchase order with Madsen Barr Corporation to renew the agreement for public utilities emergency response 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 – Public Utilities Department
 - 2) Type of Agreement – Blanket Purchase Order/Water and Sewer Emergency Service Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – Piggyback (Competitively Bid by the City of Miramar, Florida Bid No. 15-003) and authorized pursuant to Purchasing Code Section 38.40 (C)(5).
 - 4) Term of Contract
 - a) initial – Two years
 - b) renewals (if any) – Three additional one-year renewals (This is first one-year renewal)
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$500,000.00 (Estimated annual expenditure)
 - 6) Termination rights – The City can terminate without cause by giving 30 days’ notice.
 - 7) Indemnity/Insurance Requirements – The Contractor will indemnify the City and provide insurance.
 - 8) Scope of Services – The Contractor will provide water and sewer emergency repair services.
 - 9) Other significant provisions – Yes.
- cc: Wazir A. Ishmael, Ph.D., City Manager