

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** August 19, 2025

FROM: Damaris Y. Henlon, Interim City Attorney

SUBJECT: Proposed Blanket Purchase Agreement with Whelen Engineering Company, Inc. for Automatic Vehicle Location Technology for Police vehicles

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 Department
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Sourcewell Contract #090122-WHL.** 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.
- 4) Term of Contract
 - a) initial – November 7, 2022 through November 7, 2026
 - b) renewals (if any) – 1 one-year renewal
 - c) who exercises option to renew – Sourcewell
- 5) Contract Amount – In an amount not to exceed \$288,000.00
- 6) Termination rights – Either party may terminate for with or without cause upon 60 days notice.
- 7) Indemnity/Insurance Requirements – Supplier shall indemnify and hold harmless participating entities arising from their performance of the contract. Supplier shall maintain workers compensation, general liability, automobile and network security insurance.
- 8) Scope of Services – Automated Vehicle Location Technology

9) Other significant provisions – n/a

cc: George R. Keller, Jr., CPPT, City Manager