

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 3, 2016

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

**SUBJECT:** Proposed Blanket Purchase Orders with Al's Transmissions, Inc. d/b/a AAction Better Built Transmission, Gold Coast Transmissions, Inc., and Kaydon Enterprises, Inc. d/b/a AAmco Transmissions for transmission repair and replacement services for general and police vehicles when needed

---

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 Works
  - 2) Type of Agreement – Blanket Purchase Order
  - 3) Method of Procurement (RFP, bid, etc.) – City Bid No. F-4473-16-RD
  - 4) Term of Contract
    - a) initial – Two (2) year
    - b) renewals (if any) – Two (2) additional two (2) year periods
    - c) who exercises option to renew – mutual
  - 5) Contract Amount – Culmative contact amount is \$75,000.00.
  - 6) Termination rights – Either party may terminate for cause.
  - 7) Indemnity/Insurance Requirements – Contractor will comply with applicable City requirements.
  - 8) Scope of Services – Vendor(s) will provide transmission repair and replacement services for City general vehicles and police vehicles when operationally required.
  - 9) City's prior experience with Contractor (if any) – yes.
  - 10) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager