CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM

TO: Mayor and Commissioners   **DATE:** March 4, 2021

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Purchase Order with Duval Fleet for the purchase of vehicles for various departments.

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      I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

1)   Department/Division involved – Dept. of Public Works

2)   Type of Agreement – Purchase Order

3)   Method of Procurement (RFP, bid, etc.) – **Piggyback. Florida Sheriff's Association Bid No. FSA-20-VEH28.0.** Section 38.41(C)(5) of the City's Purchasing WHEREAS, 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; and

4)   Term of Contract:
a) initial – FSA contract is from October 1, 2020 through September 30, 2022. (one time purchase)
b) renewals (if any) – n/a.
c) who exercises option to renew – n/a.

5)   Contract Amount - In an amount of $151,032.00.

6)   Termination Rights –n/a

7)   Indemnity/Insurance Requirements – n/a

8)   Scope of Services – Duval will provide five vehicles for various departments.

Term Sheet continued

9)   Other Significant Provisions- n/a

cc: Dr. Wazir Ishmael, City Manager