

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** November 20, 2025

**FROM:** Damaris Henlon, City Attorney

**SUBJECT:** Proposed Blanket Purchase Agreements to UKG Kronos Systems, LLC  
for Workforce Telestaff Subscriptions

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— 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 Omnia Partners Contract 24-6833.** 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 – 4 years
  - b) renewals (if any) – 3 additional 1 year periods
  - c) who exercises option to renew – City
- 5) Contract Amount – In an amount up to \$600,000.00
- 6) Termination rights – City may terminate for convenience.
- 7) Indemnity/Insurance Requirements – Contractors shall maintain insurance as required by the solicitation.
- 8) Scope of Services – Vendors will provide Telestaff Subscriptions.

TERM SHEET FOR UKG Kronos Systems, LLC

9) Other significant provisions – n/a

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