

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: March 20, 2017

FROM: Alan Fallik, Acting City Attorney

SUBJECT: Proposed Purchase Order with Auto Nation Chevrolet

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 – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – Section 38.40 (C)(5) of the Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are 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, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.
- 4) Term of Contract
 - a) initial – One time purchase
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – \$114,632.00 (5 vehicles – approximately \$22,926 each)
- 6) Termination Rights – City, acting through its City Manager or his/her designee, reserves the right to terminate this order in whole or in part for default (a) if Contractor fails to perform in accordance with any of the requirements of the Purchase Order or (b) If Contractor becomes insolvent or suspends any of its operations or if any petition is filed or proceeding commenced by or against Seller under any State or Federal Law relating to bankruptcy, reorganization, receivership or assignment for the benefit of creditors. Any such termination will be without liability to City except for completed items delivered and accepted by the City. Contractor will be liable for excess costs of reprocurement.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractor shall provide two (2) 2017 Chevrolet Malibu Mid-Size 4-Door Sedans, two (2) 2017 Chevrolet Silverado Extended Cab 1500 Pickup Trucks 4x2 and one (1) 2017 Chevrolet Silverado Extended Cab 1500 Pickup Truck 4x4 vehicles.
- 9) Other Significant Provisions – Competitively bid by Florida Sheriff's Association (Bid No. FSA 16-VEL24.0)

cc: Dr. Wazir Ishmael, City Manager