

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                   **DATE:** August 28, 2023  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Issuance of Purchase Order to Water Treatment & Controls Tech, Inc., for two lime slaker volumetric belt feeders in an amount up to \$97,503.00.

---

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 – Public Utilities
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – Sole Source; Section 38.40(C)(2) of the City’s Purchasing Ordinance provides that, sole-source supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Chief Procurement Officer determines, after conducting a good faith review of available sources, that the particular supply or service is available from only one source.
- 4) Term of Contract:
  - a) initial – Project completion
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount – \$97,503.00
- 6) Termination Rights – City may terminate for cause or convenience.
- 7) Indemnity/Insurance Requirements – Vendor will comply with City Indemnity/Insurance, policies.
- 8) Scope of Services – Purchase of two replacement volumetric belt feeders for lime slakers #5 and #6
- 9) Other Significant Provisions: None

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