

**CITY OF HOLLYWOOD**  
**INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners      **DATE:** July 10, 2025

**FROM:** Damaris Henlon, City Attorney

**SUBJECT:** Proposed Blanket Purchase Agreement with S&R Engineering Group LLC d/b/a Air Changes Mechanical

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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 – Public Works
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – Section 38.41(C) Emergency Purchase
- 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 – Up to \$212,742.00
- 6) Termination Rights – City, acting through its City Manager or his/her designee, reserves the right to terminate the order in whole or in part for default (a) if Contractor fails to perform in accordance with any of the requirements of the 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 Contractor 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 and install two new Liebert precision cooling systems.
- 9) Other Significant Provisions: n/a

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