

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: March 20, 2017

FROM: Alan Fallik, Acting City Attorney

SUBJECT: Proposed Purchase Order with Palmetto Ford Truck Sales, Inc. for the purchase of one (1) 2017 Ford F-550 4x2 Truck with a crane body and a 5,000 lb. crane

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/Public Utilities.
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – **Florida Sheriff’s Association Bid No. FSA16-VEL14.0**. Section 38.40(C)(5) of the City’s 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 – In the amount of \$89,189.00
- 6) Termination rights – with or without cause
- 7) Indemnity/Insurance Requirements – Yes
- 8) Scope of Services – Vendor will provide 1017 Ford F-550 4x2 Truck with a crane body and a 5,000 lb. crane.
- 9) City’s prior experience with Vendor – n/a.

**TERM SHEET CONTINUED FOR PURCHASE OF A FORD F-550 TRUCK
FROM PALMETTO FORD**

10) Other significant provisions – Truck has a 6 year warranty/150,000 miles/6,000 hours with zero deductible.

cc: Wazir A. Ismael, Ph.D., City Manager