

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: 6/12/24

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Second Amendment to the Comcast Enterprise Services Master Services Agreement No. FL-263043-ABRAV with Comcast Cable Communications Management, LLC for the Continued Operation and Maintenance of the City's Institutional Network for a Five-Year Term; Executive a Blanket Purchase Agreement with Comcast Cable Communications Management, LLC for the Continued Operation and Maintenance of the City's Institutional Network, Other Comcast Services, and Authorize Additional Funding for other Comcast Services Including but not limited to Business Class Internet and Cable Television Services in an Annual Amount Up to \$282,000.00, for the Period July 3, 2024 Through July 3, 2029, Plus an Added Twenty Percent for Future Installations, Upgrades, and Miscellaneous Costs on an As-Needed Basis, in an Estimated Total Amount of \$1,692,000.00, in Accordance with Section 38.41(C)(9) of the Procurement Code. (Best Interest)

I have reviewed the above referenced matter with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Department of Information Technology
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – Best Interests
- 4) Term of Contract:
 - a) initial – July 3, 2024 to July 3, 2029
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – in an amount up to \$1,692,000.00 = (\$282,000 * 5 years) + (\$56,400 * 5 years)
- 6) Termination Rights – City's standard terms
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.

- 8) Scope of Services – continued operation and maintenance of the City's current institutional network and other Comcast services including but not limited to business class internet and cable television services. Also, funding on an as-needed basis for future installations or miscellaneous costs.
- 9) Other Significant Provisions: n/a

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