

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** September 19, 2024
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Proposed Purchase Order with Musco Sports Lighting, LLC.

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 – Parks, Recreation & Cultural Arts
 - 2) Type of Agreement – Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Section 38.41 (C)(5) of the Code of Ordinances allows the Chief Procurement Officer to procure, without following formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the 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 ("piggyback"), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference; utilization of other governmental entities' contracts shall be permitted only during the term of the other governmental entity's contract.
 - 4) Term of Contract:
 - a) initial – June 15, 2023, through June 16, 2027
 - b) renewals (if any) – one additional three year period
 - c) who exercises option to renew – mutual agreement of the parties
 - 5) Contract Amount – Up to \$450,000.00
 - 6) Termination Rights – Either party may terminate for cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall supply LED sports lighting for the Garfield Street Paddleball Courts and the David Park Tennis Center.
 - 9) Other Significant Provisions: Competitively bid by Sourcewell through RFP No. 041123 for Sports Lighting Solutions with Related Technology, Equipment and Services.
- cc: George R. Keller, Jr. CPPT, City Manager