

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** October 31, 2017

**FROM:** Alan Fallik, Acting City Attorney

**SUBJECT:** Proposed Blanket Purchase Orders with Diamond R. Fertilizer, Siteone Landscape Supply LLC, Residex LLC, Helena Chemical Company, Howard Fertilizer Company, Inc. and Harrell's LLC

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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 Utilities
  - 2) Type of Agreement – Blanket Purchase Order
  - 3) Method of Procurement (RFP, bid, etc.) – Section 38.46 of the City of Hollywood Code of Ordinances provides that the Director shall have the authority to join with other governmental entities in cooperative purchasing plans when the best interests of the city would be served thereby.
  - 4) Term of Contract
    - a) initial – August 17, 2017 through August 16, 2020
    - b) renewals (if any) – none
    - c) who exercises option to renew – City
  - 5) Contract Amount – Not to exceed \$73,000.00
  - 6) Termination Rights – Either party may terminate for cause. City may terminate for convenience.
  - 7) Indemnity/Insurance Requirements – Contractors shall comply with applicable City requirements.
  - 8) Scope of Services – Contractors shall provide various fertilizers and related chemicals used in the normal maintenance of turf grasses and landscaped areas.
  - 9) Other Significant Provisions – Competitively bid by the Town of Davie, Florida Bid No. B-17-124
- cc: Wazir Ishmael, City Manager