

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** December 13, 2024
FROM: Damaris Henlon, Interim City Attorney
SUBJECT: Proposed Purchase Order to Lenco Industries, LLC for an armored vehicle

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 – Police Department
 - 2) Type of Agreement – Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of GSA (General Services administration) contract number GS-07F-169DA.** Section 38.41(C)(5) of the City’s Procurement Code allows the Chief Procurement Officer to procure, without 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 and such 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 – n/a
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – In an amount up to \$388,494.00
 - 6) Termination rights – n/a
 - 7) Indemnity/Insurance Requirements – Vendor to agree to City’s terms and conditions
 - 8) Scope of Services – Vendor will provide an armored vehicle
 - 9) Other significant provisions – n/a
- cc: George R. Keller, Jr., CPPT, City Manager