

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                   **DATE:** September 24, 2024  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Proposed Blanket Purchase Agreements with Swartz Associates,  
Inc. and BSN Sports, LLC

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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 and Cultural Arts
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – IFB-178-24-GJ
- 4) Term of Contract:
  - a) initial – Three years
  - b) renewals (if any) – Two additional one-year periods
  - c) who exercises option to renew – Mutual agreement of the parties
- 5) Contract Amount – Swartz Associates, Inc. - \$400,000.00 annually  
BSN Sports, LLC - \$100,000.00 annually
- 6) Termination Rights – Either party may terminate for cause.
- 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
- 8) Scope of Services – Contractors shall provide outdoor furniture and park site furnishing and sports and recreation equipment.
- 9) Other Significant Provisions: n/a

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