

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** January 16, 2015
FROM: Jeffrey P. Sheffel, City Attorney
SUBJECT: Proposed Blanket Purchase Order with Harcros Chemicals, Inc. for the purchase of hydrofluosilicic acid (fluoride)

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.) – Bid by the City of Ft. Lauderdale, Florida. (Bid 432-11261). 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 – 1 year
 - b) renewals (if any) – 3 additional 1 year renewals
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$91,000.00 (Estimated expenditure)
 - 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 to supply hydrofluosilicic acid (fluoride) for use by the City’s Water Treatment Plant.
 - 9) Other significant provisions – City of Ft. Lauderdale acted as lead agent for the Southeast Florida Governmental Purchasing Cooperative Group
- cc: Wazir A. Ishmael, Ph.D., City Manager