

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** February 25, 2019  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Proposed Blanket Purchase Orders Amongst Coastal Industries USA, LLC; Luke's Landscaping, LLC; and Tenusa, Inc. on a rotational basis for city-wide irrigation maintenance and repair services.

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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 Works
  - 2) Type of Agreement – Blanket Purchase Orders
  - 3) Method of Procurement (RFP, bid, etc.) – **Best Interest. Section 38.40(C)(8) of the Purchasing Ordinance requires a 5/7ths vote.**
  - 4) Term of Contract
    - a) initial – two years
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – mutual
  - 5) Contract Amount – A combined contract amount not to exceed \$300,000.00.
  - 6) Termination Rights – Either party may terminate with cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services - On a rotational basis, each of the contractors will provide irrigation maintenance and repair services.
  - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, Ph.D. City Manager