

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners

**DATE:** August 16, 2016

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Agreement with A to Z Metal Fabrication, Inc. for Rehabilitation of Spiractors

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I have reviewed the above-captioned agreement for form and legality, and the general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Public Utilities
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – “Best interest” exemption (5/7 vote)
- 4) Term of Contract
  - a) initial – 6 mths.
  - b) renewals (if any) – Three 6-mth. renewals
  - c) who exercises option to renew – Renewal requires agreement of both parties.
- 5) Contract Amount – \$175,000.
- 6) Termination rights – For cause only.
- 7) Indemnity/Insurance Requirements – Vendor will indemnify City and provide insurance.
- 8) Scope of Services – Vendor will rehabilitate three spiractors in the Lime Softening System.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – Vendor will not provide payment and performance bonds generally required by state law. State law allows City Commission to exempt Vendor from providing these bonds.

cc: Wazir A. Ishmael, Ph.D., City Manager