

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 6, 2023
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Proposed Purchase Order With Environmental Equipment Service, LLC, for Ross Control Valve Replacement/Installation (Sole Source)

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 – Public Utilities
 - 2) Type of Agreement – Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – Sole Source, pursuant to Section 38.41(C)(1) of the Procurement Code
 - 4) Term of Contract:
 - a) initial – N/A
 - b) renewals – N/A
 - c) who exercises option to renew – N/A
 - 5) Contract Amount: Not to exceed \$449,500.
 - 6) Termination Rights – City may terminate Agreement due to Vendor default.
 - 7) Indemnity/Insurance Requirements – Standard Vendor indemnification pursuant to City PO template provision.
 - 8) Scope of Services: Provide and install three (3) Ross Control Valves and ancillary equipment.
 - 9) Other Significant Provisions: n/a
- cc: George R, Keller Jr., City Manager