

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: November 23, 2016

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Enterprise FM Trust for Lease of Vehicles for Code Compliance

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 Works
- 2) Type of Agreement – Master lease for vehicles
- 3) Method of Procurement (RFP, bid, etc.) – “Piggyback” exemption
- 4) Term of Contract
 - a) initial – 14 mths.
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – \$105,434 (est.)
- 6) Termination rights – For cause only.
- 7) Indemnity/Insurance Requirements – City will indemnify Vendor.
- 8) Scope of Services – Vendor will lease vehicles to City for use by Code Compliance Division.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

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