

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 18, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Blanket Purchase Order renewing the agreement with Nalco Company for the supply and delivery of antiscalant

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.) – Competitively Bid by the City of Pompano Beach Bid No. E-25-14.
 - 4) Term of Contract
 - a) initial – One year
 - b) renewals (if any) – Two additional one-year periods (This is first one-year renewal period)
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$53,466.00
 - 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 shall supply antiscalant for the membrane treatment process to ensure that the removed, dissolved solids do not plate out onto the surface of membranes making the membranes ineffective.
 - 9) Other significant provisions – Section 38.48 (C)(1) of the Purchasing Ordinance of the City of Hollywood provides that when a contract entered into by the city pursuant to City Commission approval provides for one or more renewals by affirmative action of the city and the estimated annual cost of a renewal exceeds \$50,000, only the City Commission is authorized to approve such renewals.
- cc: Wazir Ishmael, City Manager