

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** May 31, 2022

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Blanket Purchase Agreement with High Tech Engineering Incorporated d/b/a High Tech Locating to provide underground utility location services.

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 – Dept. of Public Utilities
 - 2) Type of Agreement – Blanket Purchase Agreement
 - 3) Method of Procurement (RFP, bid, etc.) – Bid No IFB-4725-22-RL.
 - 4) Term of Contract:
 - a) initial – two years (as needed basis)
 - b) renewals (if any) – yes, two additional one year renewals.
 - c) who exercises option to renew – mutual.
 - 5) Contract Amount – In an amount not to exceed \$500,000.00.
 - 6) Termination Rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Yes, pursuant to the bid specifications.
 - 8) Scope of Services – On an as needed basis, the company will provide underground utility location services.
 - 9) Other Significant Provisions: none
- cc: Dr. Wazir Ishmael, City Manager