

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** December 4, 2015  
**FROM:** Jeffrey P. Sheffel, City Attorney  
**SUBJECT:** Proposed Blanket Purchase Order with ATCI Communications, Inc.

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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 – Department of Information Technology
  - 2) Type of Agreement – Agreement
  - 3) Method of Procurement (RFP, bid, etc.) – Bid No. 14-001-CV
  - 4) Term of Contract
    - a) initial – 01/20/16 – 01/19/17
    - b) renewals (if any) – Two additional one year renewal terms
    - c) who exercises option to renew – City
  - 5) Contract Amount – \$104,780.00
  - 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 provide maintenance and repair of cameras city-wide.
  - 9) Other Significant Provisions – Competitively bid by the Miami-Dade County Public Schools
- cc: Wazir Ishmael, City Manager