

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: April 10, 2019

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Agreement with Express Radio, Inc. for Purchase and Maintenance of Local Government UHF Radio System

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 – Information Technology
- 2) Type of Agreement – Purchase Agreement and Maintenance Agreement
- 3) Method of Procurement (RFP, bid, etc.) – “Best interest” exemption
- 4) Term of Contract
 - a) initial – 5 yrs.
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – Not to exceed \$850,000 in 1st yr. and not to exceed \$50,000 in each of the next 4 yrs.
- 6) Termination rights – Either party can terminate maintenance agreement without cause by giving 30 days’ notice.
- 7) Indemnity/Insurance Requirements – Each party will indemnify the other, and Vendor will provide insurance.
- 8) Scope of Services – Vendor will sell a local government UHF radio system to the City and maintain it for 5 yrs.
- 9) City’s prior experience with Vendor – None.
- 10) Other significant provisions – The 5-yr. warranty on the equipment is fully backed by Motorola.

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