

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** December 27, 2022  
**FROM:** Douglas R. Gonzales, City Attorney  
**SUBJECT:** Proposed Purchase Order with Duval Ford, LLC for the purchase of one Ford Explorer XLT

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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 – Police Department
- 2) Type of Agreement – Purchase Order
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Florida Sheriff's Association Bid Number FSA22-VEL30.0.** Section 38.41(C)(5) of the City's Procurement Code allows the Chief Procurement Officer to procure, without formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof ("piggyback"), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference and such utilization of other governmental entities contracts shall be permitted only during the term of the other governmental entity's contract.
- 4) Term of Contract
  - a) initial – n/a
  - b) renewals (if any) – n/a
  - c) who exercises option to renew – n/a
- 5) Contract Amount – In an amount not to exceed \$37,299.00
- 6) Termination rights – n/a
- 7) Indemnity/Insurance Requirements – n/a
- 8) Scope of Services – Vendor will provide one Ford Explorer XLT

TERM SHEET FOR DUVAL FORD, LLC

9) Other significant provisions – n/a

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