

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:** January 9, 2024

**FROM:** Douglas R. Gonzales, General Counsel

**SUBJECT:** Proposed Blanket Purchase Agreements with Basile USA, LLC,  
Janice M. Riley, Inc. d/b/a The Paving Lady, and The Stout Group,  
LLC

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I have reviewed the above referenced Agreements with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Public Works, Public Utilities and Development Services
  - 2) Type of Agreement – Blanket Purchase Agreements
  - 3) Method of Procurement (RFP, bid, etc.) – Invitation for Bids
  - 4) Term of Contract:
    - a) initial – Three years
    - b) renewals (if any) – Two one-year renewal options
    - c) who exercises option to renew – Mutual agreement of the parties
  - 5) Contract Amount – Up to \$3,500,000.00
  - 6) Termination Rights – City, acting through its City Manager or his/her designee, reserves the right to terminate the order in whole or in part for default (a) if Contractor fails to perform in accordance with any of the requirements of the order or (b) If Contractor becomes insolvent or suspends any of its operations or if any petition is filed or proceeding commenced by or against Contractor under any State or Federal Law relating to bankruptcy, reorganization, receivership or assignment for the benefit of creditors. Any such termination will be without liability to City except for completed items delivered and accepted by the City. Contractor, will be liable for excess costs of reprocurement.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall provide repairs and maintenance for City facilities, roadways, streets and infrastructure.
  - 9) Other Significant Provisions: n/a
- cc: George R. Keller, Jr. CPPT, City Manager