

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** February 19, 2014

**FROM:** Jeffrey P. Sheffel, City Attorney

**SUBJECT:** Proposed Blanket Purchase orders with Condo Electric Motor Repair,  
Miami Industrial Motor Repair and Ace Pump and Supply

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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 – Public Services
  - 2) Type of Agreement – Blanket Purchase Orders
  - 3) Method of Procurement (RFP, bid, etc.) – Bid Number F-4346-13-JE
  - 4) Term of Contract
    - a) initial – One year (02/05/2013 – 02/04/2014)
    - b) renewals (if any) – Two additional one-year periods (This is first renewal)
    - c) who exercises option to renew – City
  - 5) Contract Amount – Condo Electric Motor Repair - \$46,500.00  
Miami Industrial Motor Repair - \$46,500.00  
Ace Pump and Supply - \$46,500.00  
Total Estimated Expenditure: \$140,000
  - 6) Termination rights – City may terminate with or without cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall repair motors as a rebuild or recondition in various locations throughout the City, as directed by the Department of Public Utilities.
  - 9) Other significant provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager