

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners                      **DATE:** November 27, 2023

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Blanket Purchase Agreement with AVI-SPL LLC for Audio/Visual Engineering, Design, and Installation Services in the Broward County Library Second Floor Buildout Project in an Amount Up to \$413,487.15.

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

- 1) **Department/Division involved** – Department of Design and Construction Management
- 2) **Type of Agreement** – Blanket Purchase Agreement
- 3) **Method of Procurement (RFP, bid, etc.)** – Section 38.41 (C)(5) of the Code of Ordinances allows the Chief Procurement Officer to procure, without following 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; 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 – November 10, 2019 through November 8, 2024
  - b) renewals (if any) – option to renew for three successive one-year periods
  - c) who exercises option to renew – University of California
- 5) **Contract Amount** – in an amount up to \$413,487.15.
- 6) **Termination Rights** – The City may terminate the Agreement for convenience by giving Supplier at least 30 calendar days' written notice.

The City or Supplier may terminate the Agreement for cause by giving the other party at least 15 days' notice to cure a breach of the Agreement (Cure Period). If the breaching party fails to cure the breach within the

Cure Period, the non-breaching party may immediately terminate the Agreement.

- 7) **Indemnity/Insurance Requirements** – Contractor shall comply with applicable City requirements.
- 8) **Scope of Services** – for A/V equipment, supplies and services for the Broward County Library Second Floor Buildout Project.
- 9) **Other Significant Provisions:** Competitively bid by the University of California in association with Omnia Partners, on February 1, 2019, under RFP000817-Nov2018 for Audio Visual Goods and Services.

cc: George R. Keller, Jr. CPPT, City Manager