

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** July 26, 2018
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Proposed Purchase Order with Solutionwerks, Inc. for the supply and delivery of a reboiler-condenser heat exchanger for the Cryogenic Plant at the Southern Regional Wastewater Treatment Plant

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 Utilities
 - 2) Type of Agreement – Purchase order
 - 3) Method of Procurement (RFP, bid, etc.) – **Best Interest.** Pursuant to Section 38.40(C)(8) of the City’s Code of Ordinances, the City Commission may, when in the best interests of the City, **by a 5/7ths vote**, waive competitive bidding and competitive proposal requirements for the purchase of, and contracts for, supplies or services.
 - 4) Term of Contract
 - a) initial – one time purchase
 - b) renewals (if any) – none
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – In the amount of \$113,677.50.
 - 6) Termination rights – with or without cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor to provide a reboiler-condenser heat exchanger.
 - 9) Other significant provisions – n/a
- cc: Wazir A. Ishmael, Ph.D., City Manager