

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** February 10, 2026

**FROM:** Damaris Y. Henlon, City Attorney

**SUBJECT:** Proposed Blanket Purchase Agreement with South Broward Hospital District d/b/a Memorial Healthcare System for the purchase of prescription medication and supplies and execution of Master Agreement

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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 – Fire Rescue and Beach Safety
  - 2) Type of Agreement – Blanket Purchase Agreement and Master Agreement
  - 3) Method of Procurement (RFP, bid, etc.) – Best Interest
  - 4) Term of Contract
    - a) initial – 3 years
    - b) renewals (if any) – n/a
    - c) who exercises option to renew – n/a
  - 5) Contract Amount – In an estimated annual amount of \$525,000.00 (\$175,000 per year for 3 years).
  - 6) Termination rights – Master Agreement provides for termination for cause or convenience, upon 30 days notice.
  - 7) Indemnity/Insurance Requirements – Memorial is self-insured; both parties agree to be fully responsible for the negligence of their employees.
  - 8) Scope of Services – Memorial will provide prescription medication and supplies.
  - 9) Other significant provisions – n/a
- cc: George Keller, Jr., CPPT, City Manager