

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** December 4, 2015

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

**SUBJECT:** Proposed Blanket Purchase Orders with Cedenos Comfort Cooling, LLC  
and Thermal Concepts, Inc.

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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 Utilities
  - 2) Type of Agreement – Blanket Purchase Order
  - 3) Method of Procurement (RFP, bid, etc.) – Bid No. F-4469-15-RL
  - 4) Term of Contract
    - a) initial – Two years (01/21/16 through 01/20/18)
    - b) renewals (if any) – Two additional one year periods
    - c) who exercises option to renew – City
  - 5) Contract Amount – \$157,245.00 (Cedenos Comfort Cooling, LLC - \$117,933.75 and Thermal Concepts, Inc. – \$39,311.25)
  - 6) Termination Rights – Either party may terminate with cause.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractors shall supply HVAC Preventative Maintenance and Repair Services.
  - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, City Manager