

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: March 10, 2015

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Purchase Order with Whittco, Inc.

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.) – Bid Project No. 14-11032
 - 4) Term of Contract
 - a) initial – One time purchase (Estimated manufacture and delivery time is 2 months)
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
 - 5) Contract Amount – \$145,536.00
 - 6) Termination Rights – Either party may terminate with cause.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
 - 8) Scope of Services – Contractor shall supply two 12-inch and one 18-inch hydraulically driven auxiliary pumps and associated drive units.
 - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, City Manager