

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: May 19, 2025

FROM: Damaris Henlon, Interim City Attorney

SUBJECT: Proposed Purchase Order to T2 Systems, 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 – Parking Department
 - 2) Type of Agreement – Purchase Order
 - 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of General Services Sourcewell Contract # 080321-TSI.** Section 38.41(C)(5) of the City’s Procurement Code allows the Chief Procurement Officer to procure, without 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 and such 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 – October 5, 2021 through October 7, 2025
 - (b) renewals (if any) – 1 additional year
 - c) who exercises option to renew – both parties
 - 5) Contract Amount – In an amount not to exceed \$616,125.00
 - 6) Termination rights – City may terminate for convenience or for cause.
 - 7) Indemnity/Insurance Requirements – Vendor shall indemnify City for causes of action arising from the contract and must maintain liability insurance.
 - 8) Scope of Services – 52 multi-space pay stations
 - 9) Other significant provisions – n/a
- cc: George R. Keller, Jr., CPPT, City Manager