

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** February 25, 2019
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Proposed Blanket Purchase Order with Cedenos Comfort Cooling, LLC

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-6000-18-RL
 - 4) Term of Contract
 - a) initial – Three years
 - b) renewals (if any) – Two additional one year renewals
 - c) who exercises option to renew – Mutual agreement of the parties
 - 5) Contract Amount – \$172,260.00
 - 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 provide HVAC Equipment Preventative Maintenance and Repair Services.
 - 9) Other Significant Provisions – n/a
- cc: Dr. Wazir Ishmael, City Manager