

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** October 6, 2015

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

**SUBJECT:** Proposed Blanket Purchase Order with LAZ Karp Associates, LLC d/b/a  
LAZ Florida Parking, LLC

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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 – Office of Parking
  - 2) Type of Agreement – Blanket Purchase Order
  - 3) Method of Procurement (RFP, bid, etc.) – Bid No. F-4481-15-JE
  - 4) Term of Contract
    - a) initial – Three year period
    - b) renewals (if any) – Two additional one-year periods
    - c) who exercises option to renew – City
  - 5) Contract Amount – \$275,750.40
  - 6) Termination Rights – Either party may terminate for cause. City may terminate at any time, in its sole discretion, with or without cause, by written notice to the Contractor.
  - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable City requirements.
  - 8) Scope of Services – Contractor shall supply cashiering services at both Radius and Van Buren parking garages twenty-four (24) hours a day, seven (7) days a week.
  - 9) Other Significant Provisions – n/a
- cc: Wazir Ishmael, City Manager