

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** May 15, 2023

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Blanket Purchase Agreement with Enterprise FM Trust for the lease of 3 vehicles

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 – Fire Department
- 2) Type of Agreement – Blanket Purchase Agreement
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback of Sourcewell RPF No. 030122** 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 – 12 months
 - b) renewals (if any) – n/a
 - c) who exercises option to renew – n/a
- 5) Contract Amount – In an amount not to exceed \$32,000
- 6) Termination rights – Termination shall occur only upon written notice by Lessor to Lessee. Termination would not affect Lessee’s obligation to pay all amounts due for periods prior to effective date of termination or Lessee’s obligations to pay any indemnities under the agreement.
- 7) Indemnity/Insurance Requirements – Lessee to indemnify Lessor from losses caused by Lessee’s breach of the agreement or any damage, loss, theft or destruction of vehicles.
- 8) Scope of Services – Vendor will lease 3 vehicles for use by the Fire Department.

TERM SHEET FOR ENTERPRISE FM TRUST

9) Other significant provisions – n/a

cc: George R. Keller, Jr., CPPT, City Manager